

# Lump Sum ISA (Stocks & Shares) Application and Transfer Form



**metfriendly**  
save, invest and protect

By completing this form you are making an application to open a Lump Sum ISA, which allows you to make tax-free lump sum contributions into a stocks and shares ISA in order to build up a fund accessible over the medium to long term.

If you already have an existing Lump Sum ISA with Metfriendly and wish to transfer funds from another ISA elsewhere into it, please complete the transfer form which can be found at [metfriendly.org.uk/transfer](https://metfriendly.org.uk/transfer). There is no need to complete a further application form unless you have not paid into your Metfriendly ISA within the past two tax years.

## The Metfriendly Lump Sum ISA may be appropriate for investors who:

- ☒ Are aged 18 or over.
- ☒ Want a medium to long term investment (at least five years).
- ☒ Are willing to accept medium to low risk for potential higher returns (bonuses).
- ☒ Want the potential for both annual bonuses and a final bonus (after three years).
- ☒ May wish to make partial withdrawals in the future.

## The Metfriendly Lump Sum ISA may not be appropriate for investors who:

- ☒ Are looking to invest in the short term (less than five years).
- ☒ Want a guaranteed return or capital protection.
- ☒ Have contributed to another stocks and shares ISA during the current tax year.
- ☒ Have utilised their full ISA allowance.
- ☒ Are looking to draw a regular income from their investment.
- ☒ Do not have funds set aside as an emergency fund (to cover unexpected expenses).

Mr/Mrs/Ms/Miss	Surname	Forename(s)	
First line of home address		Postcode	
Date of Birth		Gender M <input type="checkbox"/> F <input type="checkbox"/>	National Insurance Number

You should be able to find your NI number on a payslip, Form P45 or P60 or a letter from HM Revenue & Customs, a letter from the DWP, or pension order book.

Email Address	Contact No
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If applying as a serving or retired member of the police service, please complete:

Constabulary	Prefix & Warrant/Payroll No
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- ☐ We would like to email you from time to time with relevant information on financial issues relating to the police, such as police pay, and products and services we provide including special offers. If you would like to receive the above information **please indicate your consent by ticking the box to the left**. You will be able to unsubscribe from these communications easily and at any time.

If applying as a relative of a serving or retired member of the police service, please complete:

Name of serving or retired member	Your relationship
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Their Constabulary	Their Prefix & Warrant/Payroll No
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Your answers to the following questions will help us to ensure the product is appropriate for you and that you understand the nature of a with-profit investment. If you are in any doubt as to whether the Lump Sum ISA is appropriate for you, please call us on **01689 891454** or email [info@metfriendly.org.uk](mailto:info@metfriendly.org.uk)

1. Are you looking to invest for the medium to long term (at least five years)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Are you aware this product is classed as a medium to low risk investment?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Have you contributed to a stocks and shares ISA elsewhere during the current tax year?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Are you aware that penalties apply to withdrawals during the first 12 months?	Yes <input type="checkbox"/> No <input type="checkbox"/>

5. What type of savings or investments do you currently hold or have held in the past? (please tick all that apply)

- ☐ **None**
- ☐ **Cash accounts**, for example current accounts, savings accounts, notice accounts, fixed term accounts, cash ISAs, national savings, premium bonds and guaranteed bonds
- ☐ **Fixed interest investments**, for example gilts, index-linked gilts and corporate bonds
- ☐ **Pooled investments**, for example stocks and shares ISA, insurance ISA, with profit bond/savings, unit trusts and investment trusts
- ☐ **Direct Investments**, for example: company stocks and shares
- ☐ **Specialist investments**, for example property (not including the home that you live in), gold, commodities, options, futures, derivatives, art and wine.

6. What is your knowledge and experience with savings and investments? (please tick the most appropriate)

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
a. I am experienced with investing money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. I am knowledgeable about saving and investing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. I am knowledgeable about with-profits investments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Have you ever held any with-profits investments? (please tick one)

- ☐ Yes, I have held  with-profit policies ☐ No ☐ Don't Know

8. What is the highest level of education you have achieved? (please tick one)

- ☐ **None** ☐ **School exams**, for example GCSE or Higher Certificate ☐ **University Degree**, for example BSc, BA
- ☐ **Post Graduate** ☐ **Vocational Qualification**, for example Certificate of Knowledge of Policing, Police Promotional and/or CID exams
- ☐ **Professional Qualification**, for example, Accountancy, Law or Medicine

9. What is your most recent occupation? (please tick one)

- ☐ Police Officer ☐ Police Staff ☐ Other (please state)

For your own benefit and protection, you should read the **Key Information Document** associated with this product, available by request or on the relevant product page on our website (a copy will also be posted to you once your Lump Sum ISA is set up). If you do not understand any point please ask for further information.

**I apply to open and subscribe to the Metfriendly Lump Sum ISA for the tax year 2022/2023 (06/04/22 to 05/04/23) and any amounts I may decide to invest in subsequent years.**

- ☐ I understand that my personal ISA Allowance may change. Current UK ISA Allowances can be found at: [gov.uk/individual-savings-accounts](https://gov.uk/individual-savings-accounts)

**Make a Lump Sum Investment of** £  (£2,000 min)

- ☐ I have made/will make a payment via Bank Transfer (please quote the Warrant/Pay number as the REFERENCE) to  
Met Police F S L Sort Code: 56-00-33 Account Number: 49993186
- ☐ I enclose a cheque made payable to MPFS Ltd
- ☐ Transfer funds from an existing ISA. The paperwork to transfer from an existing ISA held with another ISA provider is attached.

Source of Funds

- ☐ Inheritance ☐ Pension commutation ☐ Investment maturity ☐ House sale
- ☐ Other (please state)

## Confirming Your Identity

In order to process your application Metfriendly will refer to Credit Reference Agencies to confirm your identity. This search will leave a 'footprint' on your credit file, which is required to record that the check has taken place. This footprint is not the same as a credit check footprint and has no negative impact on your file. Please read the following:

### ID Declaration

I understand that you will undertake a search with a Credit Reference Agency for the purposes of verifying my identity. To do so the Credit Reference Agency may check the details I supply against any particulars on any database (public or otherwise) to which they have access. They may also use my details in the future to assist other companies for verification purposes. A record of the search will be retained. Your information may be disclosed to a credit reference agency, which may keep a record of that information; and (b) the credit reference agency may disclose that information, and the fact that a search was made, to its other customers for the purposes of assessing the risk of giving credit and occasionally to prevent fraud, money laundering and to trace debtors.

## ISA Declaration & Authorisation

### I declare that:

- All subscriptions made, and to be made, belong to me; **and**
- I am 18 years of age or over; **and**
- I have not subscribed, and will not subscribe, more than the overall subscription limit in total to any combination of permitted ISA types in the same tax year; **and**
- I have not subscribed, and will not subscribe, to another stocks & shares ISA in the same tax year that I subscribe to this stocks & shares ISA; **and**
- I am resident in the United Kingdom for tax purposes or, if not so resident either perform duties which, by virtue of Section 28 of the Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas) are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform the Metropolitan Police Friendly Society if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.

### I authorise Metfriendly

- To hold my cash subscription, any other proceeds in respect of my ISA investments and any other cash; **and**
- To make on my behalf any claims to relief from tax in respect of ISA investments.

### Declaration

- I hereby apply for the Metfriendly Lump Sum ISA and accept the terms and conditions as described within the product literature and elsewhere within this application.
- I apply for membership of Metfriendly in accordance with the provisions of its Rules (unless I am already a Member) and I agree to abide by Metfriendly's Rules at all times (a copy of Metfriendly's Rules appears on metfriendly.org.uk and is available in printed form upon request).

Signed **APPLICANT**

Date

Promotional Code

**OUR DATA PRIVACY STATEMENT** We need the information you provide in order to set up the contract between you and us. We will share your data with our mailing house partners (see our privacy notice) to send you legally required documents such as your annual benefit statement and invitation to our Annual General Meeting. Your data will only be kept for such a time needed to perform this task. Where possible we use external information to verify your identity and to keep our records up to date on home address changes. We use a third party provider to deliver our marketing emails. We gather statistics around email opening and clicks using industry standard technologies. For more information, please see our privacy notice at metfriendly.org.uk/privacy

## How did you hear about Metfriendly?

I am a member ☐ Newsletter ☐ I received a letter ☐ Brochure stand ☐ Intranet ☐ Received an email ☐  
Personal recommendation ☐ Internet search ☐ Twitter ☐ Facebook ☐ I spoke to a Metfriendly representative ☐  
I saw an advert - please state which publication ☐ Other - please state ☐

Publication/Other

## Contact Details

Metfriendly, Central Court, Knoll Rise, Orpington, BR6 0JA

Phone: 01689 891454 Metphone: 846690 Email: info@metfriendly.org.uk

**Metfriendly is a trading name of the Metropolitan Police Friendly Society Limited.**

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.  
Incorporated under the Friendly Societies Act 1992 and registered in the UK No. 496F

# Lump Sum ISA (Stocks & Shares) Transfer Application Form



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By completing this form you are requesting to transfer your ISA, currently held with another provider, to Metfriendly.

The minimum transfer into a Lump Sum ISA is £2,000 with no upper limit.

Please do not hesitate to contact our Member Services team on **01689 891454** should you have any queries or require further support.

Mr/Mrs/Ms/Miss	Surname	Forename(s)	
First line of home address		Postcode	
Date of Birth	<input type="text"/>	Gender	M <input type="checkbox"/> F <input type="checkbox"/>
National Insurance Number		<input type="text"/>	

You should be able to find your NI number on a payslip, Form P45 or P60 or a letter from HM Revenue & Customs, a letter from the DWP, or pension order book.

Email Address	Preferred Contact No
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- ☐ We would like to email you from time to time with relevant information on financial issues relating to the police, such as police pay, and products and services we provide including special offers. If you would like to receive the above information **please indicate your consent by ticking the box to the left**. You will be able to unsubscribe from these communications easily and at any time.

For your own benefit and protection, you should read the **Key Information Document (KID)** associated with this product, available by request or viewable at **metfriendly.org.uk**. A copy will also be posted to you once your policy is set up.

## I apply to transfer my existing ISA a/c no

In whole <input type="checkbox"/>	All except current tax year <input type="checkbox"/>	In part <input type="checkbox"/>	Estimated value of ISA transfer	£
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<b>From</b> (existing manager)  Name:  Address:	<b>To</b> Metfriendly Central Court, Knoll Rise, Orpington, BR6 0JA  Tel: 01689 891454
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Where a period of notice is required for closure/part transfer of the existing ISA I give my consent to either: (please tick as appropriate)

1. Serve the full notice period before this instruction can be processed; or ☐
2. Proceed immediately with the transfer and bear the consequential penalty that may be applied. ☐

If you want to pay other monthly or lump sum contributions, you will need to send us the appropriate application.

## ISA Declaration & Authorisation

### I authorise Metfriendly

- To contact my existing ISA manager to arrange this transfer.

### I authorise my existing ISA Manager (as specified above)

- To transfer the ISA (account number above) to Metfriendly; **and**
- To provide Metfriendly with any information, written or non-written, concerning the existing ISA; **and**
- To accept any instructions from Metfriendly relating to the ISA being transferred.

### Declaration

- I agree to the ISA terms and conditions. I declare that the information given is correct to the best of my knowledge and belief.

Signed	APPLICANT	Date	Promotional Code
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**OUR DATA PRIVACY STATEMENT** We need the information you provide in order to set up the contract between you and us. We will share your data with our mailing house partners (see our privacy notice) to send you legally required documents such as your annual benefit statement and invitation to our Annual General Meeting. Your data will only be kept for such a time needed to perform these tasks. Where possible we use external information to verify your identity and to keep our records up to date on home address changes. We use a third party provider to deliver our marketing emails. We gather statistics around email opening and clicks using industry standard technologies. For more information, please see our privacy notice at [metfriendly.org.uk/privacy](https://metfriendly.org.uk/privacy)

## Contact Details

Metfriendly, Central Court, Knoll Rise, Orpington, BR6 0JA  
Phone: 01689 891454 Metphone: 846690 Email: [info@metfriendly.org.uk](mailto:info@metfriendly.org.uk)

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