



To 'transfer a Child Trust Fund' from another provider please follow the application checklist below or call **01226 741000 during office hours to apply over the phone. You can also apply or ask a question online at **www.sheffieldmutual.com****

DOCUMENTS YOU'LL NEED TO COMPLETE AND RETURN

- ☐ Complete, sign, date and return the transfer form.
- ☐ Complete, sign, date and return the Client Agreement and Non-Advised Sale Letter.
- ☐ Answer all the questions on the 'Is this product right for me?' form.

WHEN WE RECEIVE YOUR APPLICATION:

- ☒ We'll confirm by email or post that your application has been accepted.
- ☒ We will send you copies of your 'Client Agreement', 'Non-Advised Sale Letter' and 'Is this product right for me' questionnaire before the conclusion of your contract.



3 Maple Park, Maple Court,
Wentworth Business Park,
Tankersley, Barnsley,
South Yorkshire, S75 3DP



Call our team
01226 741 000



Email us
enquiries@sheffieldmutual.com



Visit our website
www.sheffieldmutual.com



@SheffieldMutual



/sheffieldmutual

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority in relation to long term insurance business. Financial Services Register No. 139855. Friendly Society Register No. 810F.

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Child Trust Fund



Sheffield
Mutual Est. 1892
For you, your family, your future

A long-term tax free savings account for children.



www.sheffieldmutual.com



CLIENT WEB

Child Trust Fund (CTF) - Stakeholder Account

Please note that the CTF product is only relevant if you have an existing CTF which you are considering transferring or if Her Majesty's Revenue & Customs (HMRC) are opening the account for an eligible child. If your child is not eligible for the CTF please consider the Junior ISA as an alternative.

Any child born in the UK between 1st September 2002 and 2nd January 2011 should have been issued with a voucher from the Government. Vouchers were worth £250 or £50, depending on when the child became entitled.

The voucher enabled the parent/guardian of the child to choose a provider for their child's CTF. If the voucher was not used before the expiry date then the Government allocated these accounts to various product providers, to ensure the children didn't miss out on their policy.

If your voucher has expired and you're unsure as to where your child's policy is held please visit the HMRC website for guidance.

www.gov.uk/child-trust-funds

You can no longer open a new CTF as all the Government vouchers have now expired however, you still have the option to transfer the CTF to a different provider, or to a Junior ISA.

Who has responsibility for a CTF account?

To transfer an account you must have parental responsibility for the child and be over 16 years of age, you must also be the registered contact for the account. The 'Registered Contact' is the person who can make decisions about the account and to whom annual statements will be sent. When the child reaches 16 he/she may become the 'Registered Contact' by completing a declaration at that time. If he/she fails to do so we will continue to manage the account in accordance with the most recent instructions from the previous Registered Contact.

What is the difference between a Stakeholder and a Non Stakeholder account?

The Government has set certain standards which a Stakeholder account must comply with and these are the only type of accounts that can be

used when allocated by Her Majesty's Revenue & Customs (HMRC).

The Requirements are:

- ✎ *The funds in the account should be invested predominantly in the stock market and in the shares of a spread of companies.*
- ✎ *Charges must not be more than 1.5% of the value of the fund in the account each year.*
- ✎ *Additional payments of £10.00 or more must be accepted either by cheque, cash, direct debit or standing order.*
- ✎ *There was a requirement to provide a facility for "lifestyling" when the child reaches 13 (later deferred to age 15). This is the process of switching the account to lower risk investments in order to provide some protection from the possibility of stock market losses as the child approaches 18. A change to the CTF Regulations on 06 April 2017 removed the requirement for lifestyling.*

Non-Stakeholder accounts can invest in different types of assets and are not restricted to maximum charges of 1.5%.

The Sheffield Mutual CTF is a Stakeholder Account. It no longer provides a lifestyling facility, but if you are concerned about the possibility of stock market losses you can request a transfer to the Society's lower-risk Investment Junior ISA - (see 'Can I transfer my CTF into a Junior ISA?').

How do I know the value of the investment in a CTF?

When the account is opened or additional money added to it, you will be allocated a number of units based upon the unit price on that day. For example if you invested £250.00 and the unit price was £1.00 you would be allocated 250 units.

The unit price will vary depending upon the value of assets within the fund and the number of units issued. However, the number of units allocated to your account will not vary unless additional money is invested. You can therefore calculate the value of your investment by multiplying the unit price at the time (see our website or contact us for current values) by the number of units held. The unit price will be calculated weekly and is available on our website or by contacting our

office. You will also receive an annual statement telling you the number of units and current value. In order to receive your annual statement, you must complete and return your Registered Contact Form. If no form is received then you will only receive a statement after your child's 4th, 10th and 15th birthday.

Are there any charges?

YES. The Society makes a charge of 1.5% of the value of the account each year for management and administration. The quoted unit price includes charges and there are no further deductions.

Can I add money to the CTF?

YES. Further payments can be made in addition to contributions from the Government up to the maximum allowed for that subscription year which runs from one birthday to the next (please see our website or contact us for the current subscription limits). However, you should remember that once money has been added under normal circumstances (see terminal illness or early death) the money cannot be accessed until the child reaches the age of 18. Additional payments can be taken over the phone by debit card, via a bank transfer, or you can send a cheque. Regular payments can also be set up by standing order or Direct Debit.

What happens when the child reaches 18?

The CTF account ends on the child's 18th birthday and at this stage he/she will be able to use the fund in any way he/she chooses as it will be paid to him/her. If the money is not required the Government has said that it can be rolled-over into an Individual Savings Account (ISA) in the child's name.

Can money be withdrawn from a CTF before the child reaches 18?

No, withdrawals are not allowed at any time up to age 18.

Is there any tax payable when the child reaches age 18?

No, under current legislation which may change in the future, the proceeds are free from income and capital gains tax.

What happens in the event of death or diagnosis of a terminal illness?

In the case of diagnosis of a terminal illness

HMRC may allow early access but they will have to be contacted via their website to make a claim.

They may agree to some or all of the invested fund being withdrawn but the account will remain open to accept any further payments that may be due. In the unfortunate event of death the value of the account on the date of death will be paid to the child's estate.

Can I transfer a CTF investment from or to another provider?

YES. You can transfer either to or from a CTF provider by obtaining and completing a transfer form. This must be the whole amount as partial transfers are not allowed.

Can I transfer my CTF into a Junior ISA?

YES, those with a Child Trust Fund may transfer to a Junior ISA should they wish to. This must be the whole amount as partial transfers are not allowed. Any such transfer will not count towards the child's Junior ISA allowance. Transferring a Child Trust Fund to a Sheffield Mutual Investment Junior ISA is simple and you can obtain a Transfer Form either online or by contacting the Society. You will not have to contact the Child Trust Fund provider yourself.

A CTF may be transferred even if, at the time of the transfer, the child would not meet the normal UK residency conditions for a Junior ISA.

Can I change my mind after making a transfer application?

YES. You will have 14 days in which to change your mind after you submit your transfer request.

Will any other information be required?

In order to receive additional payments we may require proof of identity and address in order to comply with anti-money laundering regulations. We reserve the right to do this electronically through an external agency.

What do I do next?

The 'Registered Contact' will need to complete the transfer form with the Client Agreement and send this to FREEPOST RLUC-XKZE-RJAT, Sheffield Mutual Friendly Society, 3 Maple Park, Maple Court, Tankersley, Barnsley, S75 3DP. We will then send a pack confirming the details of the account once the transfer has gone through.

Getting in touch

Sheffield Mutual Friendly Society

3 Maple Park
Maple Court
Wentworth Business Park
Tankersley, Barnsley
South Yorkshire
S75 3DP

Phone: 01226 741000

Calls may be monitored and recorded for your protection.

enquiries@sheffieldmutual.com



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Key Information Document

Child Trust Fund (CTF)



Purpose

This document provides you with key information about this investment product. It is not marketing material. The information is required by law to help you understand the nature, risks, costs, potential gains and losses of this product and to help you compare it with other products.

Product

The name of this product is the 'Child Trust Fund'. It is provided by Sheffield Mutual Friendly Society. Our website address, where you can find detailed information about us, is www.sheffieldmutual.com and our telephone number is 01226 741 000. We are supervised by the Financial Conduct Authority in respect of the production and delivery of this Key Information Document (KID). This KID was produced on 12th December 2022.

What is this product?

Type: It is a long-term insurance based savings account for a child. It invests in a fund whose assets are predominantly held in the shares of stock exchange listed companies, the value of which can vary. The minimum payment into the account in a 12-month period is £10 and the maximum is the annual allowance advised each year by Her Majesty's Revenue and Customs.

Objectives: The objective of the Child Trust Fund (CTF) is to provide your child with a tax-free lump sum at the end of the investment period. The investment period lasts until the child is 18 years old.

Intended Retail Investor: The plan was provided by the Government for all children born between 1st September 2002 and 2nd January 2011. It is no longer possible to open a new CTF, but you can transfer an existing CTF from another provider to us.

What are the risks and what could I get in return?

Summary Risk Indicator (SRI)



Lower risk



Higher risk

The Summary Risk Indicator is a guide to the level of risk of this product compared to other products. It shows how likely it is that the product will lose money because of movements in the markets or because we are not able to pay you.

We have classified this product as 4 out of 7, which is "medium". This rates potential losses from future performance as unlikely.

Performance information

The Sheffield Mutual CTF invests your money in the Legal & General UK Index Trust fund (the "Fund"). The Fund's objective is to provide growth by tracking the FTSE All-Share Index, which contains a mix of large and small UK companies listed on the London Stock Exchange. It is a passively managed fund, which means that it aims to replicate the performance of the index.

The money you invest is used to purchase 'units' in the Fund, and the selling price of each unit (i.e. the amount you could receive back per unit) is published weekly by the Society.

Money invested in stocks and shares can fluctuate and the value of the units you hold may go up or down in line with the performance of the Fund. Inflation may affect the value of your payout in the future.

The Sheffield Mutual CTF is a Stakeholder account which means that charges on the Fund are capped and must not be more than 1.5% of the value of the fund each year.

What could affect my return positively?

When the unit price of the Fund increases, so too will the overall value of your investment.

What could affect my return negatively?

When the unit price of the Fund decreases, the value of your investment will also fall.

What happens if Sheffield Mutual Friendly Society is unable to pay out?

The Fund invests in company shares which are sensitive to variations in the stock market. The value of company shares can change substantially over a short period time. You may not get back the amount you invested, and the amount you get back could be nil in extreme market conditions.

We are covered by the Financial Services Compensation Scheme (FSCS) who you can write to at PO Box 300, Mitcheldean, GL17 1DY. Telephone 0800 678 1100. Further information is available on their website – www.fscs.org.uk or by clicking on the "FSCS protected" link on our website footer.

This product is categorised as a long-term insurance policy and under the above compensation scheme eligible claims may be covered for up to 100% should Sheffield Mutual Friendly Society default. Some of the investments underlying this product are managed on behalf of Sheffield Mutual Friendly Society by professional investment managers, and they use nominees and custodians, in respect of investments purchased and held. The investment managers and their counterparts are not covered by the compensation scheme but were they to default, and this in turn caused Sheffield Mutual Friendly Society to default, then you would still be covered by the FSCS because your contract is with Sheffield Mutual Friendly Society. The FSCS does not cover losses arising purely from investment performance.

What are the costs?

Table 1: Cost over time

The Reduction in Yield (RIY) shows what impact the total costs you pay will have on the investment return you might get. The total costs take into account one-off, ongoing and incidental costs.

The amounts shown here are the cumulative costs of the product itself, for three different holding periods. They include potential early exit penalties. The figures assume you invest £1,000 per year. The figures are estimates and may change in the future. The figures shown include all the costs of the product itself but may not include all the costs that you pay to your advisor or distributor. The person selling you or advising you about this product may charge you other costs. If so, this person will provide you with information about these costs and show you the impact that all costs will have on your investment over time.

Investment £1,000 If cashed in after... Scenarios	1 year	9 years	18 years (at the Recommended Holding Period)
Total costs	£14.78	£623.58	£2,220.01
Impact on Return (RIY) each year	1.5%	1.5%	1.5%

Table 2: Composition of Costs

The table below shows:

- the impact each year of the different types of costs on the investment return you might get at the end of the recommended holding period;
- the meaning of the different cost categories.

This table shows the impact on return each year			
One-off costs	Entry costs	0.0%	The impact of the costs you pay when entering into your investment.
	Exit costs	0.0%	The impact of the costs of exiting your investment when it matures.
Ongoing costs	Portfolio transaction costs	0.0%	The impact of the costs of us buying and selling underlying investments for the product.
	Other ongoing costs	1.5%	The impact of the costs that we take each year for managing your investments.
Incidental costs	Performance/other costs	0.0%	This product does not have any performance or other incidental fees.

How long should I hold it and can I take money out early?

You will have to keep the plan until the child is 18 years of age. You cannot take money out early and if you stop paying into the CTF the fund cannot be released until the child is 18 years of age. In the event of terminal illness or death of the child the value of the account on the date of death will be paid to the child's estate.

How can I complain?

If you wish to make a complaint about us, or another person who sold or advised you on this product, then please contact us either in writing to: The Chief Executive, Sheffield Mutual Friendly Society, 3 Maple Park, Maple Court, Wentworth Business Park, Tankersley, Barnsley, S75 3DP, by telephone: 01226 741 000 or by email: enquiries@sheffieldmutual.com. A full explanation of our approach to complaints handling can be found on our website at www.sheffieldmutual.com/how-to-make-a-complaint.

Other relevant information

Cancellation rights: After your proposal is accepted you will receive a notice of your right to cancel. You will then have 30 days in which to change your mind, and you will be returned any money you have paid, free of any charges.

Law: In legal disputes the Law of England will apply.

Legislation: All or any of the benefits, the premiums, or the policy conditions may be adjusted as deemed appropriate:

- If there is any change in law or taxation affecting the policy
- If any levy is imposed on the Society under statute or statutory authority
- As a consequence of any amendment to general laws

Notice would be given of any such adjustments.

Sheffield Mutual Friendly Society Limited: Was founded in 1892 and is an incorporated registered friendly society based in the UK. This document should be read in conjunction with the product brochure. Further details are contained in the policy document which is the legally binding contract between you and Sheffield Mutual Friendly Society.

Solvency II Directive: We are required to provide you with easy access to a Solvency and Financial Condition Report and you can obtain this via our website at www.sheffieldmutual.com/corporate or by calling 01226 741 000.

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Transfer of a Child Trust Fund (CTF)



Is this product right for me?

Financial services regulation requires us to assess whether this product you are considering, on a non-advised basis, is appropriate for you and meets your financial demands and needs.

Please complete/tick an answer for ALL the questions below and sign/date at the bottom of the form.

This form should be completed and signed by the Registered Contact.

(We will not use this information for any other reason and we will not pass it on to third parties)

Title: (Mr/Mrs/Miss/Other)

Forename(s):

Surname:

Section A: Demands and needs.

- a) Do you have access to other money as readily available funds? Yes: ☐ No: ☐
- b) Are you willing and able to keep these monies invested until the child's 18th birthday solely for the benefit of the child? Yes: ☐ No: ☐
- c) Are you willing to allow us to invest your monies in a medium risk stakeholder fund in order to achieve potentially higher returns than a typical cash CTF? Yes: ☐ No: ☐

Section B: Appropriateness test.

1. I have knowledge and familiarity with savings and/or investment products Yes: ☐ No: ☐
2. I understand how this product works and the charges associated Yes: ☐ No: ☐
3. I am comfortable and understand the level of risk associated Yes: ☐ No: ☐
4. Please state your highest level of education
1. No education 2. School 3. College/Sixth Form 4. Vocational 5. University 6. Other ☐ ☐ ☐ ☐ ☐ ☐
5. I understand that I have not received any advice from Sheffield Mutual and I have made the decision to open this plan myself, based upon the product literature and Key Information Document for this product Yes: ☐ No: ☐

I have read, understood and signed the attached 'client agreement' and 'non-advised sale letter'

Signed:

Dated:

Please return this form with your application form, client agreement & non-advised sale letter.
We will send you a copy signed by us for your records.

Issued by Sheffield Mutual Friendly Society Limited, 3 Maple Park,
Maple Court, Tankersley, Barnsley, S75 3DP.
Authorised by the Prudential Regulation Authority and regulated by the
Financial Conduct Authority and the Prudential Regulation Authority.



www.sheffieldmutual.com



enquiries@sheffieldmutual.com



Call our team on **01226 741 000**

Calls may be monitored and recorded for your protection

Client agreement (the “agreement”)

1. We treat all customers who invest with us direct as retail clients. This gives you the greatest level of protection under the financial services regulations and ensures you get full information about the product(s) you buy. You should read this agreement together with the product Key Information Document, product brochure and optional personal illustration, as they form the basis of your product relationship with us.
2. As Sheffield Mutual Friendly Society Limited (Sheffield Mutual) does not provide advice it will be classed as a non-advised sale. All decisions in relation to the investment will be and have been made by you alone and the Society has provided you only factual information. We are providing you with all the information and assistance you need to arrive at your own informed decision to take out the product(s) based on your own understanding.
3. If you then require further clarification after reading the Key Information Document you agree to read the additional information available from us, or contact us to discuss anything you do not understand. The onus is on you to understand what you are buying based on all the information we provide to you.
4. If you are not confident that you understand the product(s), its risks and whether it is right for you, please speak to a specialist adviser. If you wish to talk to an independent financial adviser in your local area you can find one online at www.unbiased.co.uk or www.vouchedfor.co.uk.
5. When we pay a fee, commission or non-monetary benefit to someone who introduces you to us, without that person giving you financial advice, we will notify you of the payment made.
6. Details about making a complaint and the Financial Services Compensation Scheme (FSCS) can be found in the Key Information Document, which has been provided to you in your policy application pack.
7. We may need to undertake checks to comply with current anti-money laundering requirements. This will normally be carried out electronically through a credit reference agency, we may keep a record of the search on your credit file, but will not affect your credit rating.
8. In processing a policy application for you, we will have collected personal data about you. We will hold and manage this data in accordance with the requirements and standards set by the Data Protection Act 2018 and any other Data Protection Regulation which may apply in the future. Your data will be held securely and will only be processed for the reasons allowed by data protection regulations.

We will at all times publish our data protection privacy policy on our website or supply a written version upon request.

9. If you have given us consent to contact you regarding other products and services, you may withdraw this consent at any time either by notifying us in writing, by email, by phone, or by submitting your contact preferences on our website.
10. You understand that we have a legal obligation to ensure that the information within our records about you is kept up to date, so please let us know if any of your details change, such as your address. When you provide information to us in connection with the application for a policy it must be accurate and truthful in all respects. There is a risk that providing inaccurate or false information could cause the policy to be invalid and you may suffer loss as a result.
11. In the event of a claim, or at maturity of a policy, you must supply us with all information we may request at that time to enable us to assist us in making payment to you. All information provided must be accurate and truthful.

Non-advised sale letter

I confirm that I have read and understood this agreement and acknowledge that all decisions in relation to this investment will be and have been made by me, and that the Society has only provided me with factual information in relation to the product. I acknowledge that I have not received advice and/or a personal recommendation from Sheffield Mutual or its introducers.

I understand that as this is a non-advised sale, Sheffield Mutual takes no responsibility for the suitability of the product and that I will lose some of the regulatory protection which I may otherwise have. Specifically, I understand that it is unlikely that I would be able to make a complaint against the Society should the product(s) prove to be unsuitable for me.

Before we can provide the product to you we will establish that your decision to open this policy seems a satisfactory way forward for you. If we believe that not to be the case, we may refuse to provide the product. We will establish this by way of a short two part questionnaire which you agree to complete on application. This is not a suitability test and by agreeing to open the policy based on your answers, **Sheffield Mutual is not confirming that the policy is suitable for you.** (Words in the singular shall include the plural for joint policyholders).

To be signed by the policyholder or by the proposer if the policyholder is under 16. Joint applicants must both sign.

Name of Client 1	<input type="text"/>	Signature	<input type="text"/>	Date	<input type="text"/>
Name of Client 2	<input type="text"/>	Signature	<input type="text"/>	Date	<input type="text"/>

Signed for and on behalf of **Sheffield Mutual Friendly Society**

Signed



Paul Galloway,
Chief Operating Officer.



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Child Trust Fund Transfer Form

To transfer an existing CTF to Sheffield Mutual from another provider



All information given will be treated in strictest confidence. Please complete this form in **BLOCK CAPITALS**

1. Applicant's Details

Title: (Mr/Mrs/Miss/Other)	Forename(s):	Surname:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address:		Phone number:
<input type="text"/>		<input type="text"/>
Applicants permanent residential address:		
<input type="text"/>		
Postcode: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

2. I apply to transfer a CTF for: (Child's details)

Title:	Forename(s):	Surname:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Child's permanent residential address:		
<input type="text"/>		
Postcode:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date of Birth: <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Child's Unique Reference Number:		Current CTF Provider:
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<input type="text"/>
Type of CTF with the new provider (Stakeholder or non-stakeholder):		
Stakeholder		

3. Using your personal information

Sheffield Mutual takes your privacy seriously and we will use the personal information supplied on this form and information we obtain from other sources to administer this policy.

Your personal information may be obtained from / passed to legal and regulatory bodies, auditors, your financial adviser, credit and fraud prevention agencies and third party service providers as necessary for the performance of this contract. We'll retain your personal information for a reasonable period after the plan has ended.

For further information on how your personal data is used, how we maintain the security of your data and your rights to access / remove the data we hold, please visit www.sheffieldmutual.com/privacy or write to us at the address overleaf.

4. Please help us to keep in contact with you

CRAFV01

Sheffield Mutual will never sell your personal data to any third parties.

We would, however, like to keep you up to date with Society news, offers, competitions and other products and services that we offer. We use MailChimp for our marketing/service emails. Please let us know how you'd like to be contacted below.

I agree to Sheffield Mutual contacting me: By Email ☐ By Post ☐ By Telephone ☐ By Text/SMS ☐

You can update your contact preferences easily at any time by phone, email, in writing or online at www.sheffieldmutual.com/subscription-preferences.

Continued overleaf...

CTF Terms and Conditions

A CTF is a scheme of investment managed in accordance with the CTF regulations by us under terms agreed between us and the registered contact. The CTF must be held in the name of the child.

- CTF investments shall be in the beneficial ownership of the child
- except for cash deposits, National Savings products and certain insurance policies (see below), the title to the CTF investments will be registered in
 - our name, or
 - the name of our nominee.
- where a share certificate or other document evidencing title to a CTF investment is issued, it will be held by us or as we may direct.
- where insurance policies are with an insurer who is also a provider, the title to the policies shall be vested in the registered contact, and the policy document or other document showing title to the insurance policy shall be held by the registered contact.
- we will arrange, if the registered contact elects, for you to receive a copy of the annual report and accounts issued by every company or other concern in respect of shares, securities or units which are held directly in the CTF. (A separate charge may be levied for this service).
- we will arrange, if the registered contact elects, for you to attend shareholders', securities holders' or unit holders' meetings, to vote, and to receive, in addition to the annual report and accounts, any other information issued to shareholders, securities holders or unit holders. (A separate charge may be levied for these services).
- we will satisfy ourselves that any person to whom we delegate any functions or responsibilities under the terms agreed with the registered contact is competent to carry out those functions and responsibilities.
- on the instructions of the registered contact and within the time stipulated by you, the CTF with all rights and obligations shall be transferred free of charge (except charges such as stamp duty and other dealing costs connected with disposal or acquisition of investments) to another provider.
- where an account is transferred to us it will be accepted free of charge (except charges such as stamp duty and other dealing costs associated with disposal or acquisition of investments)
- if we were to offer both types of CTF on the instructions of the registered contact and within the time stipulated by you, the CTF shall become a CTF of the other description (any necessary changes in the investments being made) free of expense (except expenses such as stamp duty and other dealing costs connected with disposal or acquisition of investments).

In addition, we

- may place a minimum period on the time stipulated by the registered contact for transfer. This period must not exceed 30 days, and should represent a reasonable period required for practical implementation of the transfer.
- we will notify the registered contact if, by reason of any failure to satisfy the provisions of the CTF regulations, a CTF has, or will, become void.

9. Declaration

I declare that:

- I am 16 years of age or over
- I am the child/I have parental responsibility for the child (delete which does not apply)
- I will be the registered contact for the CTF

I authorise Sheffield Mutual Friendly Society:

- to hold the child's HM Revenue & Customs contributions, subscriptions, CTF investments, interest, dividends and any other rights or proceeds in respect of those investments and cash and
- to make on the child's behalf any claims to relief from tax in respect of CTF investments.

Money Laundering – Sheffield Mutual reserves the right to make authentication checks on the name and address of the applicant for the purpose of compliance with Money Laundering Regulations.

Important - By signing this form you are agreeing to the CTF terms and conditions stated above. If you do not understand any point please ask for further information before proceeding.

Please tick the box if you would like to receive annual statements by email rather than by post. My email address is overleaf and I will notify the Society if this changes ☐

Signed:
(Registered
Contact)

Date: / /

THESE TERMS AND CONDITIONS SHOULD BE READ IN CONJUNCTION WITH THE CTF BOOKLET AND KEY INFORMATION DOCUMENT.

Published by: SHEFFIELD MUTUAL FRIENDLY SOCIETY, 3 MAPLE PARK, MAPLE COURT, WENTWORTH BUSINESS PARK, TANKERSLEY, BARNSELY, SOUTH YORKSHIRE, S75 3DP TEL: 01226 741000, FAX: 01226 741222

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