
What to do on the death of an investor

The next steps

**Please note this booklet contains important client
information and closure forms.**

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Thank you for contacting Invesco Perpetual.

We recognise that for many, this is an extremely difficult time, and we want to do everything we can to make the next steps as straightforward as possible.

This guide has been designed to explain the options available in relation to the Invesco Perpetual investments (held directly with us) that form part of the deceased's estate.

Our Probate procedure will lead you through an easy to follow process which includes:

Step one - What do Invesco Perpetual need from you?

Step two - What you will receive from us

Step three - Choosing an option and the documentation needed

To help you, we have put together a Glossary for any terms you may not be familiar with, and a Frequently asked questions section which you'll find on pages 11 to 12.

In the pocket at the back of this brochure, you'll find copies of the Small Balances Form, the Small Estates Form, the Probate Closure Form and Stock Transfer Form (with Guidance for completion notes).

The Probate procedure

Informing Invesco Perpetual of the death of an investor

Step one

What do Invesco Perpetual need from you?

- The original Death Certificate. Once this has been received we can release any information about the deceased's investments with Invesco Perpetual. If you already have a Grant of Probate (Certificate of Confirmation) you can send this instead of an original Death certificate; the Grant of Probate must be issued in the UK
- Your contact information including full name, mailing address and a telephone number if you're happy for us to contact you by phone

When we receive the above we will update our records with the correspondence details. Wherever possible future mailings will be sent to the address provided until a final decision has been made by the Executor(s) about the future of the investment and we have acted on their final instruction.

Step two

What you will receive from us

In addition to this booklet we will:

- Return the Death Certificate/Grant of Probate
- Provide a valuation as at the date of death
- Provide information on any income earned from the date of death to the current date

Step three

Choosing an option and the documentation needed

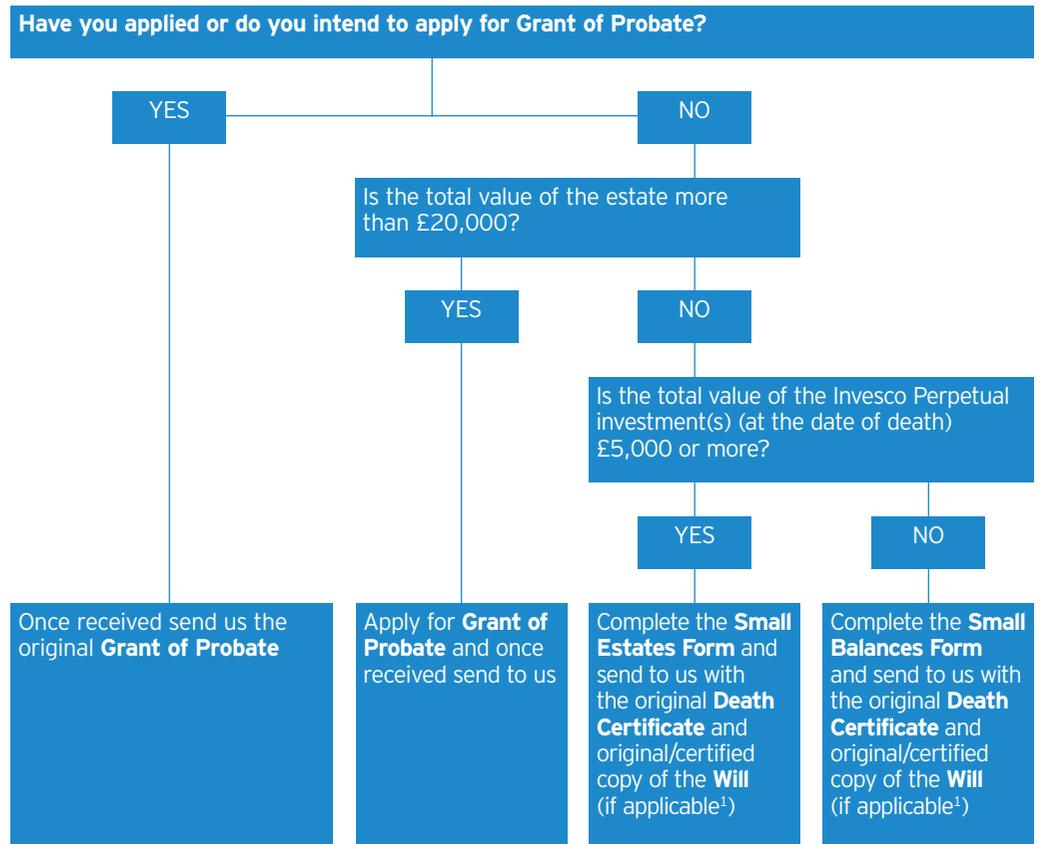
- **For investments in joint names**
For jointly held investments, on receipt of the original Death Certificate the investment(s) will be registered in the name(s) of the surviving Account Holder(s).

Note: if you want to make changes to the Direct Debit details or sell the investment, we'll need written instructions signed by all remaining Account Holder(s), informing us of this change.

- **For accounts held in a sole name**
Please read the steps outlined on page 03.

What documents are needed?

The following documents are needed for us to accept an instruction on the investment(s)



¹ Not required where the deceased dies intestate

As soon as you have the relevant documents please send them to us along with the 'Response Letter' enclosed at the back of this pack.

What are the options?

The options available to you are:

Selling the investment:

- **Option A** - Selling the investment(s) and receiving a cheque for the sale proceeds.

Investing in the name of the Beneficiary:

- **Option B** - Selling the current investment(s) and investing the sales proceeds into an ISA.
- **Option C** - Selling the current investment(s) and investing the sales proceeds into an ICVC.
- **Option D** - Re-registering the investment(s) into an ICVC.
- **Option E** - Additional Permitted Subscription (APS) ISA re-registration and sale of any remaining holdings.

Note: A combination of more than one option may be taken. If you want a combination of more than one option please explain this in a covering letter signed by all Executors.

Note: If the beneficiary is living overseas and is not a Crown Employee then only option A is available.

Once you have chosen an option, the flow charts on pages 06-09 provide a guide on how to instruct us. They also outline any additional information needed relating to each of the options.

These options are subject to the conditions described in 'Key points to consider when choosing an option' on page 04 and 05 of this booklet.

Key points to consider when choosing an option

What is the value of the investment?

We do not freeze the investments on the date of death. This means the value of the deceased's investments and any income will fluctuate (this may partly be the result of exchange rate fluctuations) until the investment(s) are sold. Which means the amount received when the investment is sold may be less, or more, than the amount quoted as at the date of death and/or the original investment amount.

Additional Permitted Subscriptions (APS) allowance

In addition to the annual ISA subscription allowance, an APS allowance is available to the surviving spouse or civil partner of a deceased ISA investor, where the ISA investor died on, or after, 3 December 2014. The APS allowance allows the surviving spouse or civil partner to make additional permitted subscriptions into an ISA up to the value of the deceased investor's ISA at the date of death.

In certain circumstances, an additional amount may be incorporated into the APS allowance; if the date of death fell on or between the ex-dividend date and pay date of the fund/s held by the deceased ISA investor, the resulting income distribution amount is added to the value at the date of death to get the full APS allowance. This is not available on accumulation share classes as accrued income is already reflected in the share price.

The APS allowance can be used to invest into a stocks and shares ISA. Subscriptions can be made in the form of cash or stock.

How to invest your APS allowance?

You can choose to invest in the following ways;

1. Re-register the existing holdings from the deceased Investor's Invesco Perpetual ISA into an ISA using your APS allowance. This option is only available if you have inherited the ISA assets.
2. Sell the deceased investor's ISA holdings and reinvest the proceeds into an ISA using your APS allowance.
3. Subscribe in cash by sending us a cheque.

Once an APS has been made with an ISA manager any further subscriptions to that APS allowance must continue to be made with the same ISA manager.

If you have an APS allowance and wish to use it to invest in an ISA with Invesco Perpetual in cash you can make a single additional permitted subscription, or a series of additional permitted subscriptions, as long as, in aggregate, they do not exceed the value of the deceased's ISA at the date of death.

Subscriptions must be made within the following time limits:

- Subscriptions in the form of cash must be invested within 3 years of the date of death, or if later, 180 days of the completion of the administration of the deceased's estate.
- Re-registration of the deceased investor's ISA holdings must be made within 180 days of beneficial ownership passing to you.

Where the deceased died in the period 3 December 2014 to 5 April 2015, the time limits start from 6 April 2015.

Further information regarding the APS allowance can be found in the 'Invesco Perpetual ICVC ISA Terms and Conditions'.

Is the Beneficiary 18 years of age or over?

Investments can only be held by those aged 18 or over. Accounts can be designated in a child's name but must be held by an adult.

Key points to consider when choosing an option

Is the Beneficiary a UK resident or Crown employee?

Investments may only be held by those who are UK resident or Crown employees.

Are there any restrictions on the amount that can be reinvested?

All investments in Invesco Perpetual funds are subject to a minimum lump sum investment level of £500 (per fund) and a minimum of £20 (per fund) by Direct Debit.

Each tax year, investors can use their annual ISA subscription allowance to invest into a stocks and shares ISA.

Further information regarding the current tax year ISA annual subscription allowance can be found in the 'Invesco Perpetual ICVC ISA Terms and Conditions'.

What are the investment charges?

If the sale proceeds from the deceased's account are being invested, the standard entry charge on the purchase of an Invesco Perpetual fund will be waived.

The Beneficiary can give up some of the discount (up to 3% of the value of the investment) on non-advised investments only. The amount they decide to give up will be paid as initial commission to the financial adviser. The 'Non-advised investments' section of the relevant application form will need to be completed by the financial adviser. Where a financial adviser has made a personal recommendation, they will not be entitled to any commission on the investment.

If the investments are being re-registered no entry charge applies.

Any future investments or switches in Invesco Perpetual funds will be subject to the standard entry charges, less any discount we are offering at the time of the investments/switches.

All Invesco Perpetual funds are subject to fund charges. Further information about these charges can be found in the relevant, most up to date fund and share class-specific Key Investor Information Document, the Supplementary Information Document and the ICVC ISA Terms and Conditions, which are available on our website www.invescoperpetual.co.uk or by calling on freephone **0800 028 6644**.

What is the charge for selling an Invesco Perpetual ISA or ICVC?

There is no charge for selling an Invesco Perpetual ISA or ICVC.

When will we act on an instruction?

When we receive an instruction:

- Re-registering of investment(s) will be processed within 3 business days
- Selling of investment(s) will be processed at the next Valuation Point and buying of new investment(s) will be processed at the next Valuation Point after that. This means the sale proceeds will be out of the market for one business day

As our funds are valued daily at 12 noon, please view any valuations that you receive as a guide only, as future valuations will be different.

If you'd like to talk to us about this, we're available on freephone **0800 028 6644**, **Monday to Friday from 8.30am to 6pm**.

Options available

Option A

Selling the investment and receiving a cheque for the sale proceeds

Complete the **Probate Closure Form** (selecting **Option A** in **Section 02**) and the **Small Estates Form** or the **Small Balances Form**, if you haven't applied for Grant of Probate.

Send the relevant documentation to us together with the **Response Letter**. Upon receipt, we'll act on the instruction at the next Valuation Point.

We will send a Contract Note within one business day of the sale confirming the amount of the sale proceeds.

A cheque will normally be issued within three business days of the sale.

Payment Method

We pay sale proceeds by cheque, which can be made payable to one of the following:

- A Solicitor
- One named Executor/Administrator/Next of Kin/Beneficiary
- The Executors of... Deceased (in order to choose this payee option, a bank/building society account must be set up in this format)

Note: The cheque amount may be for more or less than the value of the shares sold on the date of the sale. Where the amount is more, this is because it includes income that has been accrued on the investment(s) since we were informed of the death.

Account Value

We don't freeze the investments on the date of death. This means the value of the deceased's investments and any income will fluctuate (this may partly be the result of exchange rate fluctuations) until the investment(s) are sold. As our funds are valued daily at 12 noon, please view any valuations that you receive as a guide only, as future valuations will be different.

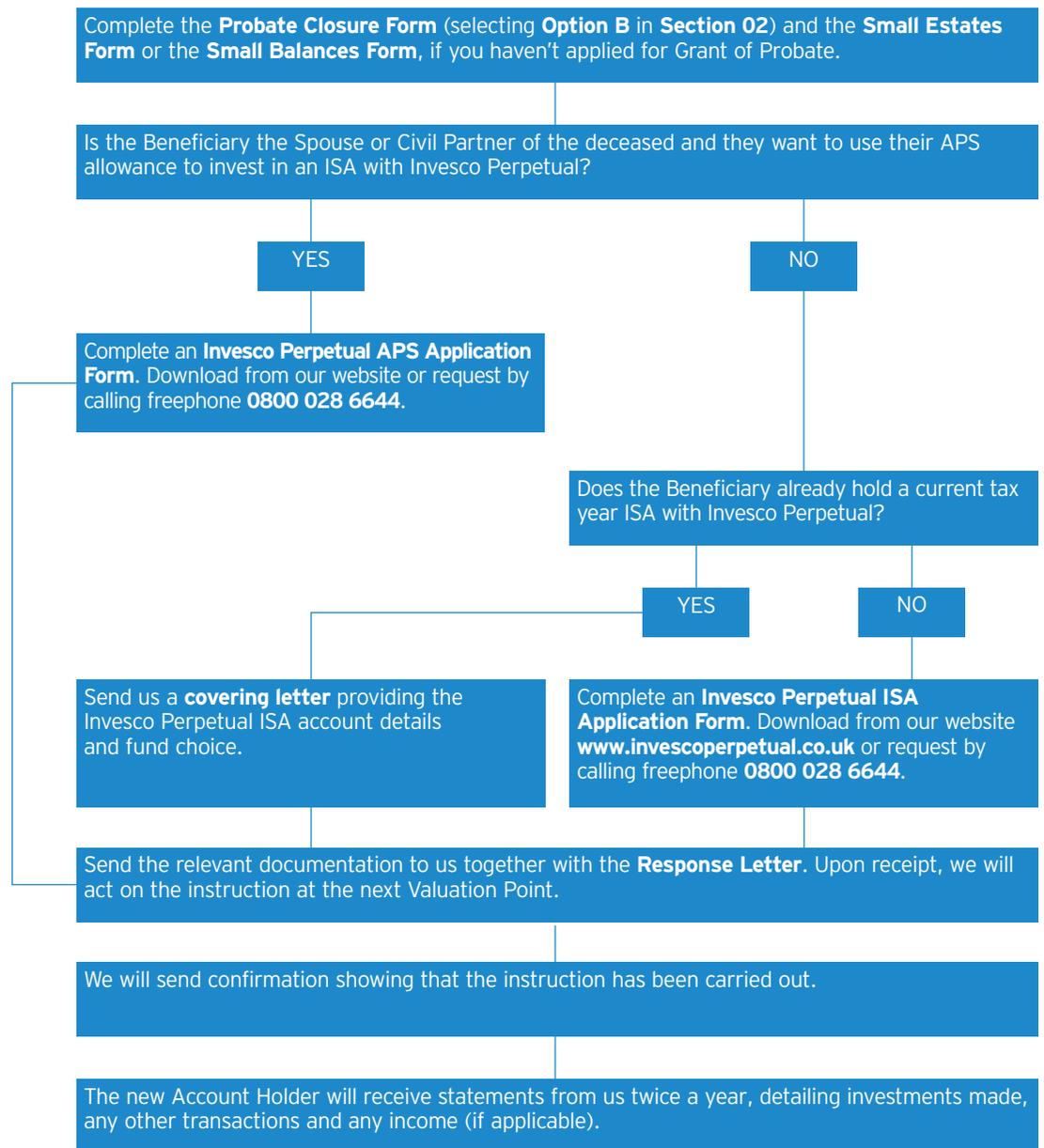
If you'd like to talk to us about this option, we're available on freephone **0800 028 6644, Monday to Friday from 8.30am to 6pm.**

Option B - Investing into an ISA

Selling the current investment(s) and investing the sale proceeds into an ISA

This option is available to a Beneficiary who is eligible to invest in an Invesco Perpetual ISA. Please refer to the relevant, most up to date fund and share class-specific Key Investor Information Document, the Supplementary Information Document and the ICVC ISA Terms and Conditions for information before making an investment decision.

You can download these from our website www.invescopetual.co.uk or request them by calling us on freephone **0800 028 6644**.



This option is subject to the conditions described in 'Key points to consider when choosing your options' on pages 4 and 5 of this booklet. If you'd like to talk to us about this option, we're available on freephone **0800 028 6644, Monday to Friday from 8.30am to 6pm**.

Option C - Investing outside an ISA

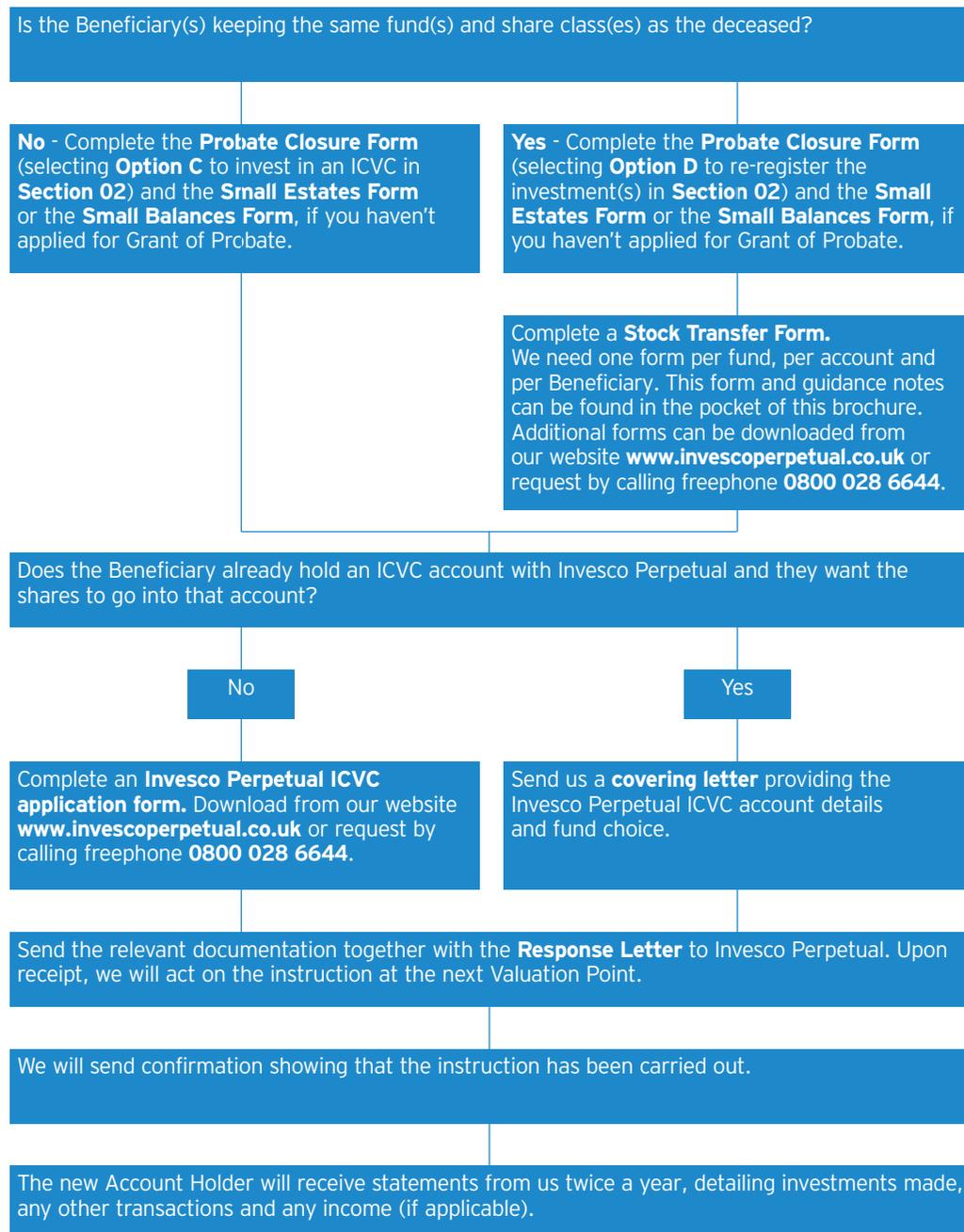
Selling the current investment(s) and investing the sale proceeds into an ICVC

Option D

Re-registering the investment(s) into an ICVC

Please refer to the relevant, most up to date fund and share class-specific Key Investor Information Document and the Supplementary Information Document before making any investment decision.

You can download these from our website www.invescopetual.co.uk or request them by calling us on freephone **0800 028 6644**.

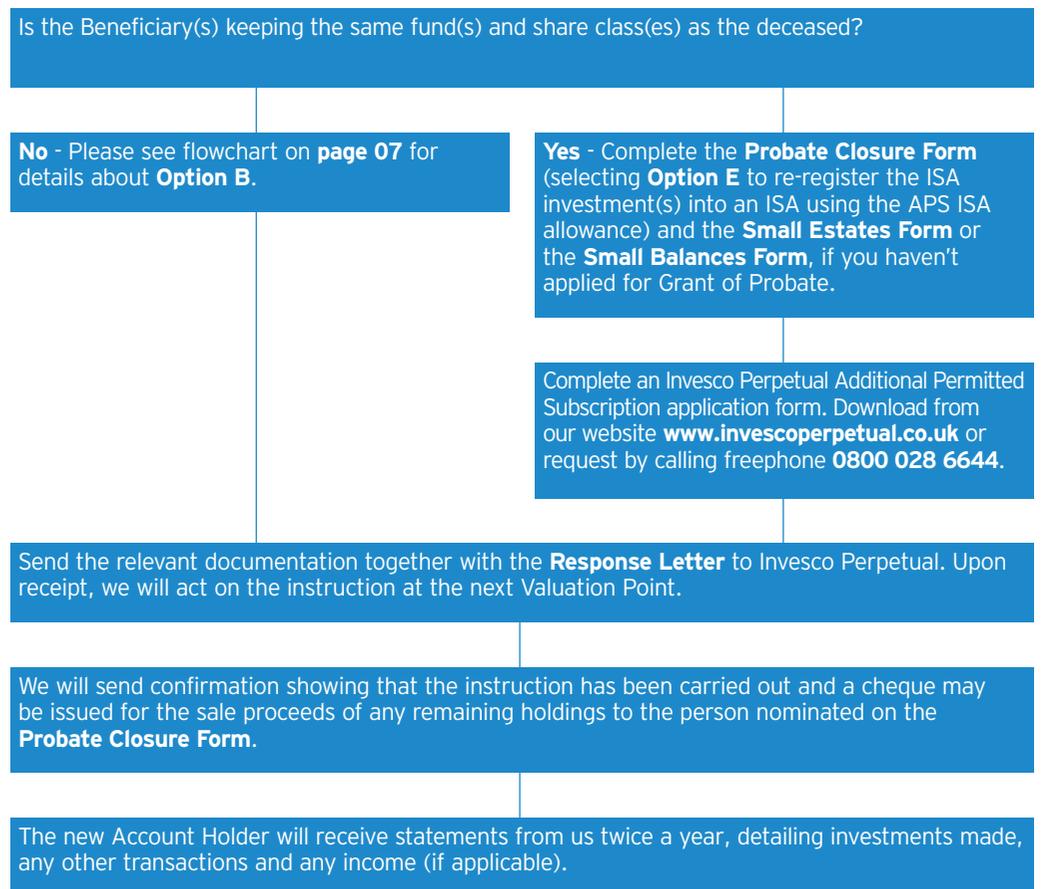


This option is subject to the conditions described in 'Key points to consider when choosing your options' on pages 4 and 5 of this booklet. If you'd like to talk to us about this option, we're available on freephone **0800 028 6644, Monday to Friday from 8.30am to 6pm**.

Option E - Additional Permitted Subscription (APS) ISA re-registration and sale of remaining holdings

This option is only available when the spouse or civil partner of the deceased has inherited the ISA assets and wishes to use these towards their APS ISA allowance. Please refer to the relevant, most up to date fund and share class-specific Key Investor Information Document, the Supplementary Information Document and the ICVC ISA Terms and Conditions for information before making any investment decision.

You can download these from our website www.invescopetual.co.uk or request them by calling us on freephone **0800 028 6644**.



This option is subject to the conditions described in 'Key points to consider when choosing your options' on pages 4 and 5 of this booklet. If you'd like to talk to us about this option, we're available on freephone **0800 028 6644, Monday to Friday from 8.30am to 6pm**.

Summary of what we need from you

As there is a lot to remember we have designed the tables below as a summary of what's needed. You will need to send us documents from both tables.

What documents are needed?

Estate Value			
Document	Total value of the estate is no more than £20,000 and the Invesco Perpetual investment(s) is less than £5,000	Total value of the estate is no more than £20,000 and the Invesco Perpetual investment(s) is more than £5,000	Total value of the estate is more than £20,000
Small Balance Form, original Death Certificate and Will (if applicable)	■		
Small Estates Form, original Death Certificate and Will (if applicable)		■	
Grant of Probate			■

If you have applied or intend to apply for Grant of Probate we can accept this regardless of the estate value.

Options and forms

For **Option A**, in addition to the relevant document above, you only need to complete the Probate Closure Form.

For all other options, in addition to the relevant document above, please refer to the table below and provide the appropriate forms depending on the option(s) you have chosen.

Option B - Invest in an ISA	Option C - Invest in an ICVC outside an ISA	Option D - Re-register the investment(s) in an ICVC outside an ISA	Option E - Additional Permitted Subscription (APS) ISA re-registration and sale of remaining holdings
<ul style="list-style-type: none"> - Probate Closure Form - ICVC ISA Application Form and covering letter confirming existing account number (if applicable) or;- - APS Application Form 	<ul style="list-style-type: none"> - Probate Closure Form - ICVC Application Form and covering letter confirming existing account number (if applicable) 	<ul style="list-style-type: none"> - Probate Closure Form - Stock Transfer Form (we need one form per fund per account and per Beneficiary) - ICVC Application Form and covering letter confirming existing account number (if applicable) 	<ul style="list-style-type: none"> - Probate Closure Form - APS Application Form

Please return the Response Letter with the relevant forms from the Option you've chosen above.

All forms can be found on our website www.invescoperpetual.co.uk or by calling us on freephone **0800 028 6644, Monday to Friday, 8.30am to 6pm.**

Frequently asked questions

Why has mail been addressed in the name of the deceased/sent to the deceased's address when new details have been updated on your records?

We are unable to prevent certain types of legal or regulatory mailings (such as voting forms) being sent to the deceased client's registered address. We are sorry about this as we realise this may cause some distress or inconvenience.

If the Grant of Probate has been issued, do Invesco Perpetual need to see the original Death Certificate?

No. If the Grant of Probate has already been issued, we will accept the original of this document in place of the original Death Certificate. Please see Page 02 for further details.

If the deceased held the investment in an Invesco Perpetual ISA, will the investment retain its ISA status?

No, the ISA status of the investment will cease with effect from the date of death.

However, an APS allowance is available to the surviving spouse or civil partner of a deceased ISA investor, where the ISA investor died on, or after, 3 December 2014. The APS allowance allows the surviving spouse or civil partner to make additional permitted subscriptions into an ISA up to the value of the deceased investor's ISA at the date of death.

Please see 'Key points to consider when choosing an option' on page 04.

If you would like to know more about the APS Allowance contact us on freephone 0800 028 6644, Monday to Friday from 8.30am to 6pm.

If the deceased held the investment outside an Invesco Perpetual ISA, can the Beneficiary hold the investment in an ISA?

This depends on the Beneficiary's individual circumstances. Please refer to the 'Invesco Perpetual ICVC ISA Terms and Conditions' which will enable you to decide whether the Beneficiary(s) meet the ISA eligibility criteria.

Please see 'Key points to consider when choosing an option' on page 04.

If the value of the deceased's account exceeds the current ISA subscription limit, the Beneficiary can invest in a current tax year ISA and invest the remaining proceeds in an ICVC account. Alternatively, they can have a cheque for the balance.

What are the investment charges?

Please see 'Key points to consider when choosing an option' on page 05 for details.

Does the Beneficiary have to invest in the same fund and share class as the deceased held?

No. If the Beneficiary chooses to we can invest the money into another fund.

Please see 'Key points to consider when choosing an option' on page 05.

If the deceased's ICVC was designated, does the Beneficiary have to carry over the designation?

No. The Beneficiary can choose to designate the account with any designation not exceeding 18 characters or leave their new account undesignated.

When will sale proceeds be paid?

Cheques are sent by 1st class mail normally within three business days of the investment being sold.

What happens to the income?

Income Share Classes: until the account is closed, any income due on the account will be held (in a non-interest bearing account) as cash.

Accumulation Share Classes: until the account is closed, income will continue to be reinvested into the fund.

If I am sending a copy of the Will does it need to be certified?

Yes - it needs to be certified on every page. It must state 'this is certified to be a true copy of the original'. This must bear the stamp and original signature of a bank, building society, solicitor, chartered accountant or registered Financial Adviser.

Frequently asked questions

What about tax?

Where investments were held in an ISA, upon being notified that the client has died, the tax wrapper is removed, as regulations don't allow the tax benefit of an ISA to continue; the underlying investment(s) will remain the same.

Why has a Tax Voucher been received when no money has been received?

Tax vouchers will be issued and will be sent to the Executor/Solicitor. The money will be held on the account and income paid out when the account is closed. See previous page for an explanation of how income will be treated prior to the account closure.

Can the Executor(s) write a Covering Letter to Invesco Perpetual confirming what they want to do with the deceased's investment instead of filling in a Probate Closure form?

Yes. We will accept a letter signed by all of the executors as long as they have included all of the relevant information as detailed on the form.

How can a third party, who has not sent in the Death Certificate or Grant of Probate get details on the deceased's holdings?

We will only release information to authorised parties.

There are two ways to become authorised.

Firstly, when we receive the original Death Certificate/or original Grant of Probate this automatically authorises the sender to receive information from us.

Secondly, an authorised party is able to write to Invesco Perpetual giving authority for a third party to receive information.

The letter of authority must include:

- The deceased's full name and Account Number
- The full name and address of both the authorised party and those of the person(s) being authorised by them to receive information
- One piece of information such as Date of Death, Date of Birth, National Insurance Number (ISAs only) or fund(s) the deceased held
- The address you would like us to use for future correspondence on the deceased's account
- The letter must have the signature of the authorising party and be dated within the last six months

Can the Beneficiary transfer the investment(s) the deceased held directly to a nominee?

No. The beneficiary would need to transfer the investment(s) into his/her own name first.

If there are income payments due to be sent out, who will they be sent to and how will they be sent?

Income payments will be sent by cheque and separately to the sales proceeds (if you have selected Option A).

How do I remove an Executor from an Account?

If an Executor dies or is unable to act we will need to receive a re-sealed Grant of Probate.

Will I receive a share certificate for any new investment made?

No - you will receive a contract note to confirm the investment has been made, but you will not receive a share certificate.

For APS subscriptions, what will happen if the value of the deceased's ISA investment has increased above the APS allowance since the date of death?

Holdings, up to the value of the APS allowance, will be re-registered or sold (as instructed). If the deceased ISA investor held more than one fund, holdings, up to the value of the APS allowance, will be re-registered or sold (as instructed), proportionally across all funds based on the previous business day's prices. The balance of residual holdings in excess of the APS value will be sold, and sent to the person nominated in section O5 of the Probate Closure Form.

Glossary

Account Holder: An individual who is registered as a share holder on the account.

Account Number: A 10 digit number starting with 000. Clients may have more than one account and therefore have multiple Account Numbers.

Accumulation Share Classes: Accumulation Share Classes do not pay out the distributions (income payments) from the fund. Instead the amount is automatically reinvested in the fund. No new shares are issued; instead the Accumulation Share Class price increases relative to the Income Share Class price.

APS allowance: This is an allowance available to the surviving spouse or civil partner of a deceased ISA investor, where the ISA investor died on, or after, 3 December 2014. The APS allowance allows the surviving spouse or civil partner to make additional permitted subscriptions into an ISA up to the value of the deceased investor's ISA at the date of death.

Application Form: If you are investing in the name(s) of the Beneficiary, we will require the Beneficiary to send an application form to open an Invesco Perpetual ICVC account or an Invesco Perpetual ISA for the current tax year.

Beneficiary: A person or persons who are named in a Will to receive possessions, monetary amounts or other benefits.

Certified Copy: A Certified Copy is a photocopy of an original document that has been officially verified. It must state 'this is certified to be a true copy of the original'. This must bear the stamp and original signature of a bank, building society, solicitor, chartered accountant or registered Independent Financial Adviser. The only certified copies we accept are certified copies of the Will.

Contract Note: This is our written confirmation that a purchase or sale has been made. All Invesco Perpetual ICVC funds are non-certificated.

Death Certificate: An official statement of the cause, date and place of a person's death.

Designated Account: An Invesco Perpetual ICVC account which has an additional description to assist the client.

Executor: A person appointed by the deceased to carry out the terms of his or her Will.

Forward Pricing: Forward Pricing is when the share price is calculated at the next Valuation Point after the instructions have been received.

Grant of Probate/Certificate of Confirmation: Grant of Probate is the documentation issued by the courts as the final sealing of the Will. It proves who the Executors are and that they are acting in an official capacity. This is known as a Certificate of Confirmation in Scotland.

ICVC: An Investment Company with Variable Capital (ICVC) is an open-ended collective investment vehicle. The money invested is pooled and then invested in the markets by professional fund managers.

Income Share Classes: Income Share Classes pay out an interest payment (in the case of bond funds) or a dividend payment (in the case of equity funds). We refer to both types of payments as distributions. Please be aware that the distribution paid by an Invesco Perpetual ICVC fund fluctuates from one distribution period to the next and income is paid where available.

Initial Commission: A percentage of the client's initial investment which is paid to their financial adviser on non-advised investments only.

Intestate: Where a person has died before making a Will.

ISA: An Individual Savings Account (ISA) is a tax efficient savings plan as defined by the ISA Regulations.

Next of Kin: The nearest relative(s) of a person who has died, including the surviving spouse, who would be entitled to receive a portion of the estate by the laws of descent and distribution if there were no will.

Probate Closure Form: This form is where the Executor(s) confirm who the Beneficiary is and how the investments should be allocated.

Response Letter: This letter should be completed with your details and those of the deceased's account and sent to us, along with all other relevant documentation.

Re-registration: The same day stock transfer of shares from one Invesco Perpetual ICVC account to another.

Shares: When investing in an Invesco Perpetual ISA or Invesco Perpetual ICVC, the investor will buy shares in an Invesco Perpetual ICVC fund.

Small Balances Form: If the value of the total estate is not more than £20,000 and the Invesco Perpetual investment(s) is less than £5,000 then we need a Small Balances Form to be completed if you have not applied for a Grant of Probate.

Small Estates Form: If the value of the total estate is not more than £20,000 and the Invesco Perpetual investment(s) is £5,000 or more then we need a Small Estates Form to be completed if you have not applied for a Grant of Probate.

Stock Transfer Form: This form confirms and authorises the re-registration of shares from one ICVC account to another.

Valuation Point: Invesco Perpetual values its funds daily at 12 noon of each business day.



Probate closure form

Please complete this form in order to instruct us as to the future of the deceased's investment.

Please complete a separate form for each account held.
Please complete this form using BLOCK capitals

Please return your completed form using the pre-paid envelope to:

Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL, UK

If you have any questions regarding the investment(s) please speak to your financial adviser or contact us on:
Telephone 0800 028 6644
Textphone 01491 576104
Facsimile 01491 416000

www.invescoperpetual.co.uk

Telephone calls may be recorded.

Please complete a separate form for each account you wish to close. If you require additional forms, please take photocopies of the blank form. Alternatively, please call us on 0800 028 6644, or visit our website www.invescoperpetual.co.uk.

ICVC holdings

If shares are to be transferred please also complete (a) Stock Transfer Form(s), which should be signed by the Executor(s)/Administrator(s)/Next of Kin. Guidelines for completing a Stock Transfer Form can be found at the back of this booklet.

ISA holding

For a description of the funds and share classes we offer and details of our ISA, please request an application pack from us on 0800 028 6644. The ICVC ISA pack includes our relevant, most up to date fund and share class-specific Key Investor Information Documents, the Supplementary Information Document and the ICVC ISA Terms and Conditions to which you should refer before making a decision to invest. Alternatively you can download any information/application forms you require from our literature section on our website at www.invescoperpetual.co.uk.

* If you would like to use all or part of the deceased holdings for your APS allowance you will also need to complete an APS Application form.

Option A

Please note that we are only able to make proceeds payable to one of the three options given here and detailed in 'The next steps' booklet.

If proceeds are payable to an Executor, Administrator, or Next of Kin, in order for us to fulfil our obligations in accordance with the European Union Savings Directive (EUSD), we require the payee's permanent residential address. For further information about the EUSD please contact us on 0800 028 6644.

Please note, in order to choose 'The Executors of (name) deceased' as a payee option, a bank/building society account must be set up in this format.

01 The deceased's details	
Name of deceased	<input type="text"/>
Account number	<input type="text"/>
02 Your options	
Please select one of the following options (options A-E): If you choose options B-D please also provide the Beneficiaries' details in section 03. If you choose option E please also provide the Spouse or Civil partner's details in section 04	
<input type="checkbox"/>	Option A - Sell the investment(s) And have the cheque for the proceeds made payable (including any cash balance but excluding any necessary HM Revenue & Customs deductions) to one of the following:
<input type="checkbox"/>	A solicitor
<input type="checkbox"/>	One named Executor/Administrator/Next of Kin/Beneficiary
<input type="checkbox"/>	The Executors of <input type="text"/> Name <input type="text"/> deceased
Cheque payee name <input type="text"/>	
Permanent residential address including postcode <input type="text"/>	
Address where cheque is to be sent if different from the payee's residential address <input type="text"/>	
<input type="checkbox"/>	Option B - Invest in an ISA* Sell the investment(s) and re-invest the proceeds in an ISA.
<input type="checkbox"/>	Option C - Invest in an ICVC Sell the investment(s) and re-invest the proceeds into an ICVC account.
<input type="checkbox"/>	Option D - Re-registering the investment(s) Re-register the shares in a separately registered ICVC account.
<input type="checkbox"/>	Option E - Additional Permitted Subscription (APS) Re-registration and sale of remaining holdings.* Re-register an ISA investment(s) into an ISA in the name of the deceased's Spouse or Civil Partner and sell any remaining holdings.
Option only available when the spouse or civil partner of the deceased has inherited the ISA assets and wishes to use these towards their APS allowance. If you are completing a partial re-registration or if the value of the deceased's ISA has increased above the APS allowance since the date of death, the balance of the holdings remaining in the deceased's ISA will be sold and the proceeds sent to the person nominated in Section 05	

UK2881/61786/PDF/100717

Please indicate using the 'percentage of holding' boxes how you would like the proceeds to be split between the beneficiaries. Please note if you do not supply this information, we will divide the investment equally between all Beneficiaries.

The maximum number of joint holders per account, all of whom must be 18 years of age or over, is four.

Please note that we will require all new customers to complete and return the relevant application form prior to the re-registration/re-investment taking place.

If the holdings are to be re-registered/ re-invested into an existing account please supply us with the relevant account number(s).

Re-registration for an APS allowance
Shares will be re-registered based on the value at the previous business day's price.

Please note that we will require all customers to complete and return the relevant form from the Additional Permitted Subscription application form pack prior to the re-registration taking place.

03 The Beneficiaries	
If you have selected Options A or E you do not need to complete this section.	
First Beneficiary	
Percentage of holding	<input type="text"/> %
Title (please tick)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other please specify <input type="text"/>
Surname	<input type="text"/>
Other names (in full)	<input type="text"/>
Existing account number of new holder if relevant	<input type="text"/>
Second Beneficiary	
Percentage of holding	<input type="text"/> %
Title (please tick)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other please specify <input type="text"/>
Surname	<input type="text"/>
Other names (in full)	<input type="text"/>
Existing account number of new holder if relevant	<input type="text"/>
Third Beneficiary	
Percentage of holding	<input type="text"/> %
Title (please tick)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other please specify <input type="text"/>
Surname	<input type="text"/>
Other names (in full)	<input type="text"/>
Existing account number of new holder if relevant	<input type="text"/>
04 The Spouse or Civil Partner	
Please only complete if you have selected Option E	
Please specify the amount to be re-registered; or tick	<input type="checkbox"/> £ <input type="text"/> of the APS allowance
	<input type="checkbox"/> 100% of the APS allowance
Title (please tick)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other please specify <input type="text"/>
Surname	<input type="text"/>
Other names (in full)	<input type="text"/>
Existing account number of new holder if relevant	<input type="text"/>

05	Residual cash on the account(s)
Following the closure of the account, any remaining cash held, including the final dividend payment, and the balance of residual holdings following an APS subscription, should be sent to (if this section is not completed we will pay this to the first named Executor):	
Cheque payee name	
Permanent residential address including postcode	
Address where cheque is to be sent if different from the payee's residential address	

More information

If you would like more information including our Prospectuses and the latest Annual or Interim Short Report for any of our funds before you invest, please visit our website at www.invescoperpetual.co.uk or call us on 0800 028 6644.

If there are more than three Beneficiaries, please confirm these additional details in writing.

06	Details of Executors/Administrators/Next of Kin				
Please complete details of all Executors/Administrators/Next of Kin, to confirm their instruction to exercise options A, B, C, D or E as indicated on this form. I/We declare that the information on this completed Probate closure form is correct to the best of my/our knowledge and belief.					
Name of Executor/Administrator/Next of Kin (please delete as appropriate)	<table border="1"> <tr> <td>Your signature</td> <td>Date</td> </tr> <tr> <td></td> <td>d d m m y y</td> </tr> </table>	Your signature	Date		d d m m y y
Your signature	Date				
	d d m m y y				
Name of Executor/Administrator/Next of Kin (please delete as appropriate)	<table border="1"> <tr> <td>Your signature</td> <td>Date</td> </tr> <tr> <td></td> <td>d d m m y y</td> </tr> </table>	Your signature	Date		d d m m y y
Your signature	Date				
	d d m m y y				
Name of Executor/Administrator/Next of Kin (please delete as appropriate)	<table border="1"> <tr> <td>Your signature</td> <td>Date</td> </tr> <tr> <td></td> <td>d d m m y y</td> </tr> </table>	Your signature	Date		d d m m y y
Your signature	Date				
	d d m m y y				
Name of Executor/Administrator/Next of Kin (please delete as appropriate)	<table border="1"> <tr> <td>Your signature</td> <td>Date</td> </tr> <tr> <td></td> <td>d d m m y y</td> </tr> </table>	Your signature	Date		d d m m y y
Your signature	Date				
	d d m m y y				

Data Protection Act

Any information you (or your representative) provide to us (or which we observe from the use you make of our products and services) may be processed and held by us, or transferred to your financial adviser (if applicable), other Invesco Ltd companies or to the group's service providers, business associates or agents, credit reference agencies and used for administration, assessment and analysis purposes (including market and product analysis and behaviour scoring, to check your identity, prevent and detect fraud and/or money laundering and to recover debts). We may also use it to develop and inform you about financial and other products and services we offer, and to protect the group's interests. This may involve transfers outside the European Economic Area (EEA), including the USA, to countries where data protection laws may not be as strong. However, it will be processed and maintained to the same standards as if it were still within the EEA. By providing us with this information, you consent to these transfers and uses, and to any disclosure required by law. Our Privacy Policy is available upon request.

Data Protection Act

Please ensure you read and understand how we use the information you provide to us on this form. If you do not wish to receive information from us about our other products and services, please tick this box.

**STOCK TRANSFER FORM
UK COLLECTIVE INVESTMENT SCHEMES**

This form should be completed and signed, as necessary, and should be lodged with the Fund's Registrar.

Name of Fund and Share Class			
ISIN (if known)			
Number of units or shares to be transferred. If the entire holding is to be transferred, insert "ALL".	Words:	Figures:	
Full name(s) of registered unit/share holder(s), address of first registered holder and account designation (if any). If the transfer is not being made by the registered holder(s), insert also the name(s) and capacity (eg. Executor(s)), of the person(s) making the transfer.	1 st holder name and address:	2 nd holder name:	
		3 rd holder name:	
		4 th holder name:	
		Account designation:	
I/We hereby transfer the above units/shares out of the name(s) aforesaid to the person(s) named below and request that such entries be made in the register as are necessary to give effect to this transfer. Signature(s) of transferor(s):		Stamp of the institution lodging this form (if any), for queries etc. concerning the transfer:	
1.			
2.			
3.			
4.			
Date:		All transferors must sign. Bodies corporate should execute under their common seal, or otherwise as determined by their Memorandum and Articles of Association	
Full name(s), date(s) of birth and full postal address(es) (including postcode) of the person(s) to whom the security is transferred*, and any account designation. In each case please state title or salutation (eg. Mr., Mrs., Miss. etc.). Note that only the 1 st holder's address will appear on the register of title. *Please see "Customer Due Diligence For Anti-Money Laundering Purposes" overleaf.	1 st holder name and address:	2 nd holder name and address:	
	Date of Birth:	Date of Birth:	
	3 rd holder name and address:	4 th holder name and address:	
	Date of Birth:	Date of Birth:	
	Account designation:		

IMPORTANT NOTE

In addition to this Form, the Registrar may also require tax residency self-certification(s) in respect of each transferee before accepting the Form as a valid instrument of transfer.

Please confirm by ticking this box if the relevant self-certification(s) is/are attached:

CUSTOMER DUE DILIGENCE FOR ANTI-MONEY LAUNDERING PURPOSES

This section does not apply where the transferee is a regulated financial institution or other entity that satisfies the criteria necessary to permit the Manager to apply "simplified" customer due diligence. In such cases, the Manager or Registrar may seek confirmation of the transferee's status and eligibility for these purposes.

BENEFICIAL OWNERSHIP AND CONTROL

(a) If the transferee(s) is/are the individual beneficial owner(s), please state "TRANSFEREE" or "TRANSFEREES", as appropriate, in the first name space in the table below.

(b) If the transferee is a body corporate or a partnership, it must enter in the table below the names of any persons that own or control more than 25% of the voting rights in the body or partnership, or are entitled to more than 25% of its capital or profits, or otherwise exercise control over the management of the body or partnership*.

(c) If the transferee(s) is/are acting as trustee(s) (or similar), they must enter in the table below the names of any further trustees or others that have control over the management of the trust or arrangement and any individuals that have an entitlement to at least 25% of the property of the trust or otherwise have control over the trust*.

* If no individual has a specified interest that exceeds the above limits, please state "NONE" in the first name space below and strike through the remainder of the table. In the case of entities and arrangements that are not established for the benefit of any specified individual(s), the table should be used to provide a description of the nature of those who will benefit from the entity or arrangement ("the class of beneficiary").

Name		Address:
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		

** eg. trustee, partner, shareholder, beneficiary etc.

Please complete the table in BLOCK CAPITALS. If there is insufficient space above to list all the relevant individuals, please tick here and continue onto a separate sheet of paper, which should be stapled to this form.

I/We hereby certify that the above is a complete list of the beneficial owners and controllers as described above and that they are known to me/one or more of us or, in the case of a class of beneficiary, that the description is appropriate and accurate.

To be signed by one or more of the transferees named overleaf, in whose names the units/shares will be registered.

Signature(s): 1

2

3

4

In the event of doubt as to how to complete the table, please contact the Registrar. If the table and declaration above are not completed, the Manager or Registrar may need to contact the transferee(s) prior to registering the transfer in order to fulfil their obligations under UK money laundering and data protection legislation.

The Registrar may refuse to register the transfer or allow further disposal of the units/shares by the transferee(s) until such time as the above due diligence measures have been completed to the Manager's satisfaction.

Guidance for the completion of the Stock Transfer Form for UK Collective Investment Schemes

These guidance notes relate solely to the Stock Transfer Form for UK Collective Investment Schemes, as updated from April 2014.

Before you send your completed Stock Transfer Form to us, please check:

- | | |
|----------------|---|
| Step 01 | You have completed all sections that apply to you, and that your instructions are clear and legible. If we cannot process your request, your investment choices could be delayed. |
| Step 02 | All current registered holders have signed and dated the transferor section on the front of the form and the transferee has signed and dated the transferee section on the back. We can only accept forms with an original signature. |
| Step 03 | You have enclosed the relevant completed application form, e.g. ICVC application, if setting up a new account for the Transferee. |
| Step 04 | Return the completed form in the pre-paid envelope provided or address it to:

Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL |

Introduction

Historically, the common stock transfer form was used to effect a transfer of company shares or stock and has also been used for UK unit trusts and open-ended investment companies ("funds"). However on 15 December 2007, new legislation imposed a requirement on fund managers to verify the identity of all registered holders of their funds as well as any other beneficial owners and controllers. For this reason, it was necessary to introduce a bespoke form for UK investment funds. Further updates to this form were required in April 2014 to accommodate the abolition of the special Stamp Duty Reserve Tax regime for investment funds and new statutory requirements to obtain details of investors' tax residency.

These guidance notes relate solely to the Stock Transfer Form for UK Collective Investment Schemes, as updated from April 2014.

Completion of the form

Front of the form

The top section relates to the current registration of the units/shares:

Name of Fund and Share Class	Example fund: XYZ UK Equity Fund Acc Shares/Class A shares	SEE NOTE 01
ISIN (if known)	GB12345	SEE NOTE 02
Number of units or shares to be transferred. If the entire holding is to be transferred, insert "ALL".	Words: Three thousand	SEE NOTE 03 Figures: 3000 SEE NOTE 03
Full name(s) of registered unit/share holder(s), address of first registered holder and account designation (if any). If the transfer is not being made by the registered holder(s), insert also the name(s) and capacity (eg. Executor(s)), of the person(s) making the transfer.	1 st holder name and address: Mr Alan Example 1 1 Example Street Example Town Example Postcode	SEE NOTE 04
		2 nd holder name:
		3 rd holder name:
		4 th holder name:
		Account designation: ABC ACCOUNT

Note 01

Enter the name of the fund in which the units/shares are held including the name of the class (if applicable), for example:

ABC European Fund, Income Shares; or
XYZ UK Equity Fund, Class "A" Shares

Note 02

Enter the ISIN code if it is known. "ISIN" stands for International Securities Identification Number and is a unique reference code which is given to each share class of a fund.

Note 03

Enter the number of unit/shares to be transferred in both words and figures. If the entire holding is to be transferred, "All" may be entered in both boxes, instead of an actual number.

Note 04

These boxes should be used to enter the full name(s) and address (including postcode) in which the units/shares are registered currently. If the holding is designated (for example, "ABC Account"), the designation should be entered in the box provided.

The middle section is where the current holders (the transferor(s)) execute the transfer and authorise the units/shares to be registered:

<p>I/We hereby transfer the above units/shares out of the name(s) aforesaid to the person(s) named below and request that such entries be made in the register as are necessary to give effect to this transfer.</p> <p style="text-align: center;">Signature(s) of transferor(s):</p> <p>1. SEE NOTE 05</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>Date:</p> <p style="text-align: center; font-size: small;">All transferors must sign. Bodies corporate should execute under their common seal, or otherwise as determined by their Memorandum and Articles of Association</p>	<p>Stamp of the institution lodging this form (if any), for queries etc. concerning the transfer:</p> <p style="text-align: center; font-weight: bold; font-size: large;">SEE NOTE 06</p>
---	---

Note 05 All current registered holders must sign here, and the date entered below. If someone is signing on behalf of a holder, with power of attorney for example, the document appointing them (or a properly certified copy) must be attached if it has not already been lodged with the Registrar.

Note 06 This box is for the stamp of any firm that is lodging the form with the Registrar on behalf of either the current or new holder(s) and with whom the Registrar or Manager should correspond in the event of a query.

The bottom section provides spaces for the details of the transferee(s) in whose names the units/shares are to be registered going forward:

<p>Full name(s), date(s) of birth and full postal address(es) (including postcode) of the person(s) to whom the security is transferred*, and any account designation.</p> <p>In each case please state title or salutation (eg. Mr., Mrs., Miss. etc.).</p> <p>Note that only the 1st holder's address will appear on the register of title.</p> <p>*Please see "Customer Due Diligence For Anti-Money Laundering Purposes" overleaf.</p>	<p>1st holder name and address: MRS ALICE EXAMPLE 2 SEE NOTE 07 1 EXAMPLE STREET EXAMPLE TOWN EXAMPLE POSTCODE</p>	<p>2nd holder name and address:</p>
	<p>Date of Birth: DD/MM/YYYY</p>	<p>Date of Birth:</p>
	<p>3rd holder name and address:</p>	<p>4th holder name and address:</p>
	<p>Date of Birth:</p>	<p>Date of Birth:</p>
<p>Account designation: ABC Account</p>		<p>SEE NOTE 08</p>

Note 07

These boxes must contain the full name(s), address(es) (including postcode) and date(s) of birth of the person(s) to whom the units/shares are being transferred. They must be completed in BLOCK CAPITALS.

Note that only the address of the first named holder will usually be entered on the register. The remaining details are required by the Manager in connection with its customer due diligence obligations (see below).

Note 08

Any designation (for example, "ABC Account") that the new holder(s) wish to be included on the register for identification purposes may be added here.

The box at the bottom of page 1 must be ticked, where applicable, to ensure the Registrar is aware of what additional "Tax Residency Self-Certification" forms they should be receiving with the Stock Transfer Form. Note that where there is more than one transferee, a "Tax Residency Self-Certification" form must be completed for each transferee.

IMPORTANT NOTE

In addition to this Form, the Registrar may also require tax residency self-certification(s) in respect of each transferee before accepting the Form as a valid instrument of transfer.

Please confirm by ticking this box if the relevant self-certification(s) is/are attached:

Guidance for the completion of "Customer due diligence for anti-money laundering purposes" on the back of the form

This deals entirely with the Manager's legal obligations to undertake "customer due diligence" measures in relation to the transferee(s) (to whom the shares are being transferred).

The explanation at the top concerns mainly the Manager's obligation to verify the identities of both the transferees and any other beneficial owners or controllers, for which they may require documentary evidence or may undertake searches of electronically-held records. In connection with this, the table below must be completed as necessary and the declaration signed. The table is used to list the names of any beneficial owners or controllers that may exist other than the transferee(s).

What constitutes a beneficial owner for these purposes depends upon whether the units/shares are being transferred to a company or to one or more individuals who may be acting as trustees.

For companies and partnerships, the beneficial owners that must be listed are any shareholders or other individuals that ultimately own or control more than 25% of the voting rights or are entitled to more than 25% of its capital profits or otherwise have control over the management of the company or partnership. Note that they may not necessarily be the actual shareholders in the company. Directors of a company do not need to be listed unless they fall within this definition. For trusts and other similar arrangements, the beneficial owners are individuals that are nominated to benefit from at least 25% of the trust property, as well as any trustees that may exist in addition to the transferee(s) or others that may exercise control over them.

Name		Address: SEE NOTE 09
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		
Name		Address:
Date of Birth		
Capacity**		

**eg. trustee, partner, shareholder, beneficiary etc.

Note 09

The names, addresses and dates of birth of any beneficial owners or controllers should be entered in the boxes provided, together with brief descriptions of their capacities. This box should be completed in BLOCK CAPITALS.

If the transferee(s) are the only beneficial owner(s) of the units/shares, simply enter "TRANSFEE" or "TRANSFEEES" as appropriate on the first name space.

If there are beneficial owners, but none has an interest that exceeds 25% or otherwise is in a position of control (see above), "NONE" should be entered in the first name space and a line drawn through the rest of the table.

Where a trust or arrangement is established for unspecified individual beneficiaries - the trustees may, for example, have discretionary powers to identify who should receive payments out of the trust property on an ad hoc basis, or an arrangement such as a charity may have been established for the general benefit of a section of the community - these are referred to as "classes" of beneficiary. In these cases, a description of the class of beneficiary should be entered in the table (this may extend across both columns). Note that all additional trustees or controllers must be listed individually.

The table can be used to provide the names of up to four beneficial owners or controllers. If there are more than four, a tick should be placed in the small box immediately below the table and details of the others provided on a separate sheet.

Please complete the table in BLOCK CAPITALS. If there is insufficient space above to list all the relevant individuals, please tick here and continue onto a separate sheet of paper, which should be stapled to this form.

I/We hereby certify that the above is a complete list of the beneficial owners and controllers as described above and that they are known to me/one or more of us or, in the case of a class of beneficiary, that the description is appropriate and accurate.

To be signed by one or more of the transferees named overleaf, in whose names the units/shares will be registered.

Signature(s): 1 **Mrs Alice Example 3** **SEE NOTE 10**

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In the event of doubt as to how to complete the table, please contact the Registrar. If the table and declaration above are not completed, the Manager or Registrar may need to contact the transferee(s) prior to registering the transfer in order to fulfil their obligations under UK money laundering and data protection legislation.

The Registrar may refuse to register the transfer or allow further disposal of the units/shares by the transferee(s) until such time as the above due diligence measures have been completed to the Manager's satisfaction.

Note 10 One or more (if there are any) of the transferees should sign here to certify both that the table above has been completed properly and that any beneficial owners or controllers that may be listed are known to at least one of those who sign.

Contact us

Investor Services
Telephone 0800 085 8677
www.invescoperpetual.co.uk

Telephone calls may be recorded.

Administration centre address:
Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL

Invesco Perpetual is a business name of Invesco Fund Managers Limited
Authorised and regulated by the Financial Conduct Authority,
Registered address: Perpetual Park, Perpetual Park Drive, Henley-on-Thames,
Oxfordshire RG9 1HH, UK

59302/PDF/290715



Small balances form

Please complete this form in order to confirm who has the legal right to act when Grant of Probate has not been applied for and the value of the total estate is not more than £20,000 and the Invesco Perpetual investment(s) is less than £5,000.

Please complete this form using BLOCK capitals

Please return your completed form using the pre-paid envelope to:

Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL, UK

If you have any questions please speak to your financial adviser or contact us on:
Telephone 0800 028 6644
Textphone 01491 576104
Facsimile 01491 416000

www.invescoperpetual.co.uk

Telephone calls may be recorded.

In the case where the deceased died intestate, this form should be completed by the Next of Kin. If a Will was left by the deceased, the Executors of the estate should complete this form and send us an original or certified copy of the will.

If there are more than three Executors/Next of Kin please complete as many copies of this form as required and indicate the number of forms completed in this box.

We will accept photocopies of this form or alternatively, it can be downloaded from our website www.invescoperpetual.co.uk

Data Protection Act

Any information you (or your representative) provide to us (or which we observe from the use you make of our products and services) may be processed and held by us, or transferred to your financial adviser (if applicable), other Invesco Ltd companies or to the group's service providers, business associates or agents, credit reference agencies and used for administration, assessment and analysis purposes (including market and product analysis and behaviour scoring, to check your identity, prevent and detect fraud and/or money laundering and to recover debts). We may also use it to develop and inform you about financial and other products and services we offer, and to protect the group's interests. This may involve transfers outside the European Economic Area (EEA), including the USA, to countries where data protection laws may not be as strong. However, it will be processed and maintained to the same standards as if it were still within the EEA. By providing us with this information, you consent to these transfers and uses, and to any disclosure required by law. Our Privacy Policy is available upon request.

01 About you		
First Executor/Next of Kin		
I, _____	Name _____	
of _____ (permanent residential address including postcode)	_____	
do solemnly and sincerely declare that		
I am the _____	Relationship _____	
of _____	The deceased _____	
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)		
on (date) _____	d d m m y y	
Second Executor/Next of Kin		
I, _____	Name _____	
of _____ (permanent residential address including postcode)	_____	
do solemnly and sincerely declare that		
I am the _____	Relationship _____	
of _____	The deceased _____	
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)		
on (date) _____	d d m m y y	
Third Executor/Next of Kin		
I, _____	Name _____	
of _____ (permanent residential address including postcode)	_____	
do solemnly and sincerely declare that		
I am the _____	Relationship _____	
of _____	The deceased _____	
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)		
on (date) _____	d d m m y y	
<input type="checkbox"/> Data Protection Act Please make sure you read and understand how we use the information you provide on this form. If you do not wish to receive information from us about our other products and services, please cross this box.		
02 Your confirmation and signature(s)		
The total value of the estate of the deceased in the United Kingdom, which includes the registered investments listed below, is not more than £20,000.		
Fund name	Share class	Number of shares held
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

02

Your confirmation and signature(s) (continued)

First Executor/Next of Kin

Your name and signature

Your signature

Print name

Second Executor/Next of Kin

Your name and signature

Your signature

Print name

Third Executor/Next of Kin

Your name and signature

Your signature

Print name



Small estates form

Please complete this form in order to confirm who has the legal right to act when Grant of Probate has not been applied for and the value of the total estate is not more than £20,000 and the Invesco Perpetual investment(s) is £5,000 or more.

Please complete this form using BLOCK capitals

Please return your completed form using the pre-paid envelope to:

Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL, UK

If you have any questions please speak to your financial adviser or contact us on:
Telephone 0800 028 6644
Textphone 01491 576104
Facsimile 01491 416000

www.invescopetperpetual.co.uk

Telephone calls may be recorded.

In the case where the deceased died intestate, this form should be completed by the Next of Kin. If a Will was left by the deceased, the Executors of the estate should complete this form and send us an original or certified copy of the will.

If there are more than three Executors/Next of Kin please complete as many copies of this form as required and indicate the number of forms completed in this box.

We will accept photocopies of this form or alternatively, it can be downloaded from our website www.invescopetperpetual.co.uk

Data Protection Act

Any information you (or your representative) provide to us (or which we observe from the use you make of our products and services) may be processed and held by us, or transferred to your financial adviser (if applicable), other Invesco Ltd companies or to the group's service providers, business associates or agents, credit reference agencies and used for administration, assessment and analysis purposes (including market and product analysis and behaviour scoring, to check your identity, prevent and detect fraud and/or money laundering and to recover debts). We may also use it to develop and inform you about financial and other products and services we offer, and to protect the group's interests. This may involve transfers outside the European Economic Area (EEA), including the USA, to countries where data protection laws may not be as strong. However, it will be processed and maintained to the same standards as if it were still within the EEA. By providing us with this information, you consent to these transfers and uses, and to any disclosure required by law. Our Privacy Policy is available upon request.

01 About you	
First Executor/Next of Kin	
I, _____	Name _____
of _____ (permanent residential address including postcode)	_____
do solemnly and sincerely declare that	
I am the _____	Relationship _____
of _____	The deceased _____
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)	
on (date) _____	d d m m y y
Second Executor/Next of Kin	
I, _____	Name _____
of _____ (permanent residential address including postcode)	_____
do solemnly and sincerely declare that	
I am the _____	Relationship _____
of _____	The deceased _____
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)	
on (date) _____	d d m m y y
Third Executor/Next of Kin	
I, _____	Name _____
of _____ (permanent residential address including postcode)	_____
do solemnly and sincerely declare that	
I am the _____	Relationship _____
of _____	The deceased _____
<input type="checkbox"/> who died intestate <input type="checkbox"/> who died leaving a Will (please tick as appropriate)	
on (date) _____	d d m m y y
<input type="checkbox"/> Data Protection Act Please make sure you read and understand how we use the information you provide on this form. If you do not wish to receive information from us about our other products and services, please cross this box.	

02 Your declaration and signature(s)

- 1 The total value of the estate of the deceased in the United Kingdom, which includes the registered investments listed below, is not more than £20,000

Fund name	Share class	Number of shares held

- 2 No inheritance tax is payable in respect of the estate of the deceased.
- 3 I/We do not intend nor, to the best of my/our knowledge, does any other person intend to apply for Letters of Administration/Grant of Probate (as applicable, or in the case of Scotland, a Certificate of Confirmation) in respect of the estate of the deceased.
- 4 However, I/we further undertake to obtain and produce for Invesco Asset Management Limited/Invesco Fund Managers Limited (the Companies) Letters of Administration/Grant of Probate (as applicable, or in the case of Scotland, a Certificate of Confirmation) of the estate of the deceased, if so required by the Companies.
- 5 I/We hereby agree jointly and severally to indemnify the Companies from and against all claims, demands, losses, damages, costs, charges and expenses which the Companies in consequence therefore may sustain, incur or be liable for in consequence of dealing with the estate of the deceased in accordance with my/our instructions.
- 6 I/We undertake to procure the completion at the request of the Companies of such document or documents as may be necessary to re-register the above holding, sell the holding and re-invest the proceeds, or sell the holding and remit the proceeds in accordance with my/our instructions.
- 7 I/We am/are the only person(s) entitled to act on behalf of the estate of the deceased.
- 8 I/We make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

First Executor/Next of Kin

Your name and signature	Your signature	Print name

Name of witness		
	Witnessed and signed (Commissioner of Oaths ¹)	Date d d m m y y

Title, company name and address of witness including postcode							

Second Executor/Next of Kin

Your name and signature	Your signature	Print name

Name of witness		
	Witnessed and signed (Commissioner of Oaths ¹)	Date d d m m y y

Title, company name and address of witness including postcode							

Third Executor/Next of Kin

Your name and signature	Your signature	Print name

Name of witness		
	Witnessed and signed (Commissioner of Oaths ¹)	Date d d m m y y

Title, company name and address of witness including postcode							

¹ Or a qualified Solicitor who holds a current Practising Certificate.

Response letter

This letter has been designed to save you time. Please complete your details and those of the deceased's account and send this to us along with all other relevant documentation

Legal Administration Department
Invesco Perpetual
PO Box 11150
Chelmsford
CM99 2DL

Your name: _____

Your address: _____

Name of deceased: _____

Account number(s): _____

We are instructing you to act as indicated below (please tick the relevant option(s)) and have **enclosed the relevant documentation** to enable this:

Option A - Sell the investment(s)	Option B - Invest in an ISA	Option C - Invest in an ICVC	Option D - Re-register the investment(s) into an ICVC	Option E - Re-register the ISA investment(s) into an ISA using the APS allowance
<input type="checkbox"/> Grant of Probate/ Certificate of Confirmation OR	<input type="checkbox"/> Grant of Probate/ Certificate of Confirmation OR	<input type="checkbox"/> Grant of Probate/ Certificate of Confirmation OR	<input type="checkbox"/> Grant of Probate/ Certificate of Confirmation OR	<input type="checkbox"/> Grant of Probate/ Certificate of Confirmation OR
<input type="checkbox"/> Small Estates Form and original/ certified copy of the Will (if applicable) OR	<input type="checkbox"/> Small Estates Form and original/ certified copy of the Will (if applicable) OR	<input type="checkbox"/> Small Estates Form and original/ certified copy of the Will (if applicable) OR	<input type="checkbox"/> Small Estates Form and original/ certified copy of the Will (if applicable) OR	<input type="checkbox"/> Small Estates Form and original/ certified copy of the Will (if applicable) OR
<input type="checkbox"/> Small Balances Form and original/ certified copy of the Will (if applicable) AND	<input type="checkbox"/> Small Balances Form and original/ certified copy of the Will (if applicable) AND	<input type="checkbox"/> Small Balances Form and original/ certified copy of the Will (if applicable) AND	<input type="checkbox"/> Small Balances Form and original/ certified copy of the Will (if applicable) AND	<input type="checkbox"/> Small Balances Form and original/ certified copy of the Will (if applicable) AND
<input type="checkbox"/> Probate Closure Form	<input type="checkbox"/> Probate Closure Form AND	<input type="checkbox"/> Probate Closure Form AND	<input type="checkbox"/> Probate Closure Form AND	<input type="checkbox"/> Probate Closure Form AND
	<input type="checkbox"/> ICVC ISA Application Form and/or an APS Application Form and covering letter confirming existing account number (if applicable)	<input type="checkbox"/> ICVC Application Form and covering letter confirming existing account numbers (if applicable)	<input type="checkbox"/> Stock Transfer Form (we need one form per fund per account and per Beneficiary) AND	<input type="checkbox"/> APS Application Form and covering letter confirming existing account number (if applicable)
			<input type="checkbox"/> ICVC Application Form and covering letter confirming existing account numbers (if applicable)	

Contact us

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If you have any questions or would like help completing the forms, please contact us.

If calling from the UK 0800 028 6644

If calling from outside UK +44 (0)1268 447410

Textphone +44 (0)1491 576104

Facsimile +44 (0)1491 416000

www.invescoperpetual.co.uk

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Telephone calls may be recorded.

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Administration centre address:

Invesco Perpetual

PO Box 11150

Chelmsford

CM99 2DL

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If you find you need additional forms, you can download copies from our website at www.invescoperpetual.co.uk. Alternatively, we will accept photocopies of the blank forms included in this brochure.

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Invesco Perpetual is a business name of Invesco Fund Managers Limited and

Invesco Asset Management Limited

Registered address: Perpetual Park, Perpetual Park Drive, Henley-on-Thames,

Oxfordshire, RG9 1HH, UK

Authorised and regulated by the Financial Conduct Authority

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