



Stocks & Shares ISA, Stocks & Shares Junior ISA and General Investment Account Key Features and Terms & Conditions.

TPIP 1.3



Do more with your money.



What is the purpose of this document?

This document provides you with the Key Features and Terms & Conditions of the True Potential Investments (TPI) Stocks & Shares Individual Savings Account (ISA) and the True Potential Investments (TPI) General Investment Account (GIA) and should be read in conjunction with the:

- Platform Terms and Conditions
- TPI Dealing and Custody Service Agreement; and
- Best Execution Policy.

These documents are designed to provide you with enough information to enable you to decide whether opening a TPI Stocks & Shares ISA or a TPI GIA is right for you. You should read these documents carefully and keep them in a safe place.

For the purposes of this document “we” or “us” refers to True Potential Investments LLP.

Key definitions.

For the purposes of this document “we”, “us”, “TPI” and “True Potential Investments” refers to True Potential Investments LLP.

“APS” means an Additional Permitted Subscription as defined by the HMRC, available to the surviving spouse or civil partner of an ISA investor who died on or after 3 December 2014. The time limit for making cash subscriptions ends 3 years after the date of death, or if later, 180 days after the administration of the estate is complete.

“Eligible Child” means, at the time the True Potential Investments Junior ISA is opened, an individual that is under the age of 18, does not have a child trust fund account, and is resident in the UK (or is a UK Crown servant, married to or in a civil partnership with a Crown servant, or a dependent of a Crown servant). An Eligible Child cannot have more than one cash Junior ISA and one stocks & shares Junior ISA at any time.

“FCA” means the Financial Conduct Authority or any successor regulatory body.

“GIA” means a General Investment Account established for you in accordance with these terms.

“HMRC” means HM Revenue and Customs.

“ISA” means an Individual Savings Account managed under the “ISA Regulations”, being the Individual Savings Account Regulations 1998 (as amended from time to time).

“Junior ISA” means a Junior Individual Savings Account managed in accordance with the ISA Regulations.

“Junior ISA Holder” means the Eligible Child in whose name the True Potential Investments Stocks & Shares Junior ISA is opened and who is the beneficial owner.

“Registered Contact” means the only person who can give instructions to us in relation to the True Potential Investments Junior ISA. The Registered Contact is either a person with parental responsibility for the True Potential Investments Junior ISA Holder who has completed and signed the Application; or the True Potential Investments Junior ISA Holder if they are aged between 16 and 18, and they have completed and signed the Application (save for certain situations). The Registered Contact cannot be acting under a Power of Attorney.

“You” or “Your” means the person who does business with us under these Terms, including your personal representatives, your authorised representatives or agents and the Registered Contact for a Junior ISA.

Section A - key features.

This section gives you the main points about our True Potential Investments Stocks & Shares Individual Savings Account (ISA), True Potential Investments Stocks and Shares Junior Individual Savings Account (ISA) and True Potential Investments General Investment Account (GIA).

The firm and its services.

True Potential was launched in 2007 with the aim of revolutionising the way wealth management is delivered. We believe that by using technology to deliver financial services, we empower clients to take control of their financial futures. In order to achieve this aim, TPI has become a regulated platform operator, investment manager, and pension operator and administrator, we own our own platform and provide platform technology

Who regulates us.

We are authorised and regulated by the Financial Conduct Authority (FCA). Their address is 12 Endeavour Square, London, E20 1JN. Our firm reference number is FRN 527444.

What questions should I ask before I invest?

This document gives you the answers to some very important questions. These are set out on the following pages and will help you decide whether our TPI Stocks & Shares ISA and/or TPI GIA is suitable for you.

Aims of our TPI Stocks & Shares ISA.

- To give you the opportunity to invest a sum of money in to a range of investment instruments, with the aim of increasing the value of your investment;
- To offer a tax-efficient way of investing;
- To allow you to make one-off or regular payments or subscriptions;
- To allow you to transfer an existing ISA in to a TPI Stocks & Shares ISA; and
- To allow you to take one-off or regular withdrawals.

Aims of our TPI Stocks & Shares Junior ISA.

- To give you the opportunity to invest a sum of money in to a range of investment instruments via the True Potential Wealth Platform with the aim of increasing the value of your investment for a Junior ISA Holder;
- To offer a tax-efficient way of investing;
- To allow you to make one-off or regular payments or subscriptions;
- To allow you to transfer an existing Junior ISA or Child Trust Fund in to a True Potential Investments Stocks & Shares Junior ISA.

Aims of our TPI GIA.

- To give you the opportunity to invest a sum of money in to a range of investment instruments with the aim of increasing the value of your investment;
- To allow you to make one-off or regular payments or contributions;
- To allow you to transfer an existing GIA in to the TPI GIA; and
- To allow you to take one-off or regular withdrawals.

Your commitment.

- You must take care to read all of the relevant literature and information provided to you;
- You will pay the associated fees and charges, as set out in the Fees and Charges section;
- You will make at least one payment into your True Potential Investments Stocks & Shares ISA, True Potential Investments Stocks & Shares Junior ISA or True Potential Investments GIA to open the account;
- You can only open and hold a TPI GIA on the True Potential Wealth Platform;
- You can open more than one Stocks & Shares ISA type in the same tax year, but you are only permitted to subscribe to one TPI Stocks & Shares ISA on the True Potential Wealth Platform per tax year; • Subscriptions across all of your ISAs, including cash and lifetime ISAs, and Junior ISAs must not exceed the annual ISA limit;
- An Eligible Child cannot have more than one cash Junior ISA and one stocks & shares Junior ISA at any time; • Cash ISAs and cash Junior ISAs are not currently available; and
- Where instructions are placed online via your account, the True Potential Wealth Platform will take in good faith that you placed them personally. You must keep your unique login details secure.

Main risk factors.

- With investing, your capital is at risk;
- Investments can fluctuate in value and you may get back less than you invest;
- What you get back will depend on future performance, nothing is guaranteed. Past performance is no guarantee of future performance;
- The current charges below may increase;
- Your investments may grow less than illustrated;
- Tax rules can change at any time;
- If you transfer from another ISA or GIA provider, the benefits may not be comparable; and
- If you cancel and your investments have fallen in value, you will not get back the full amount you invested or transferred.

True Potential Investments LLP does not offer or provide financial advice.

Fees & charges.

Fee	Amount	Frequency
CHAPs Fee	£15.00 per CHAPS transfer.	On transfer.

If you ask us to pay fees for advice and/or platform services from your ISA or GIA, these fees will be taken from cash holdings (you may have some cash if, for example, you have received a dividend very recently), if there is not a sufficient cash balance on your account to cover the fee, the remainder will be raised by selling units from the largest fund holding.

TPI calculate the fee daily based on the value of the Investments held in your portfolio at the close of business and then collect fees automatically from your investments once a month.

In addition to the above, there will be costs and charges related to the underlying investments. Please refer to your Portfolio Factsheet or Fund Factsheet and Personalised Illustration document for further detail.

Question and answers.

Who might our TPI Stocks & Shares ISA be suitable for?

A client who:

- May be looking to transfer existing ISAs from other providers;
- Would like to build up an investment fund in a tax-efficient way; and/or
- Would like unrestricted access to funds available on the Platform.

Who might our TPI GIA be suitable for?

A client who:

- May be looking to transfer existing GIA's from other providers; and/or
- Would like unrestricted access to funds available through the True Potential Wealth Platform

What types of ISAs are available?

We offer a flexible Stocks & Shares ISA.

Who can open our TPI Stocks & Shares ISA and TPI GIA?

You must:

- Be aged 18 or over;
- Be resident in the UK, or a crown servant (e.g. diplomatic or overseas civil service) or a spouse or civil partner if you do not live in the UK); and
- Not be a United States person or citizen (see below for more information).

An individual is a relevant United States person or citizen if they are:

- A citizen or resident of the United States;
- An individual born in the United States, Puerto Rico, Guam or the US Virgin Islands;
- Are an individual who has a parent who is a US citizen;
- Are a former alien who has been naturalised as a US citizen;
- A person that meets the substantial presence test;
- Any other person that is not a United States foreign person

How can I open a TPI Stocks & Shares ISA and/or a TPI GIA?

You will need to:

- Read this Key Features and Terms & Conditions document; and in association with your financial adviser; and
- Complete an online submission, confirming that you agree to the Terms and Conditions.

Your investments will be held on the Platform. Please refer to **Section B - terms and conditions** for more information.

How much can I invest in a TPI Stocks & Shares ISA?

For this tax year you can pay up to £20,000 into your TPI Stocks & Shares ISA. This is known as the Annual Allowance and is set by the government. This can change each tax year.

Are there any minimum or maximum contribution limits to a GIA?

There is no limit on how much you can invest into your TPI GIA. The minimum contribution you can make is £1.

How can contributions be paid?

We can accept:

- Debit card payments;
- Direct debits;
- Bank transfers;
- Cheque payments;
- ImpulseSave®; and
- Transfers from existing ISA/GIA accounts.

Once your TPI Stocks & Shares ISA is set up you can pay single and/or increase/decrease your regular subscriptions at any time, subject to the minimum and maximum subscription levels described above.

How do I obtain a valuation of my TPI Stocks & Shares ISA/TPI GIA?

You will have access 24 hours a day to valuations on your personal Client Site and through our mobile apps.

When can I take money out of my TPI Stocks & Share ISA / TPI GIA?

Cash can be taken out of your TPI Stocks & Shares ISA at any time as either a one-off payment or by setting up a regular withdrawal arrangement.

You can either withdraw the full balance held in your TPI Stocks & Shares ISA/TPI GIA or withdraw part of the balance. There is no charge for withdrawing money from your TPI Stocks & Shares ISA/TPI GIA if you choose to receive the money by BACS, however if you choose to receive the money by CHAPS a £15 payment charge will apply.

You can arrange to set up a regular withdrawal of a fixed amount. Payments will be made to your nominated UK bank/building society account by BACS. Money will normally be in your bank account within 10 working days from the date we receive a valid instruction, but in certain circumstances may take longer.

The TPI Stocks & Shares ISA is a flexible ISA, meaning that you can withdraw money from your TPI Stocks & Shares ISA and replace it within the same tax year without it counting towards your annual ISA allowance. (See below for further information on ISA Flexibility.)

ISA Flexibility

Our TPI Stocks & Shares ISA is a flexible ISA.

Replacements of current year's subscriptions can be made into any current year ISA but cannot breach HMRC's "one ISA of each type per tax year" rule. Replacements of previous years' subscriptions must be made into the ISA from which they were withdrawn. We keep a record of contributions and withdrawals to and from our ISAs but cannot know your overall position in relation to other ISAs that you may hold outside of True Potential Investments. Therefore, the responsibility for making contributions and withdrawals to ISAs within HMRC rules, lies with you. Any available replacement amount that you have not replaced at the end of the tax year will be lost.

The features and functionality of Flexible ISAs are only available to UK residents. If you transfer the whole of your Flexible TPI Stocks & Shares ISA to another ISA provider:

- Only replacements of current year's subscriptions can be made with the new provider; and
- You will not be able to replace previous years' subscriptions as HMRC rules state that these can only be made into the original ISA with the original ISA provider (TPI). However, our TPI Stocks & Shares ISA will close upon transfer to another provider and will therefore not be able to accept replacement subscriptions.

Can I transfer existing ISA investments to you?

You can transfer existing ISA investments whether cash or stocks and shares, into a TPI Stocks & Shares ISA. Please note that we will not provide advice on a transfer and we will not assess whether transferring your investment is suitable for you. If you transfer a Stocks & Shares ISA, the investments in that ISA can be transferred in specie providing the Platform is able to hold these assets. It may take some time for us to receive the transfer payment from your existing ISA manager.

Can I transfer my TPI Stocks & Shares ISA to another ISA provider?

You can transfer the value of your TPI Stocks & Shares ISA to any other ISA at any time. The transfer can be made in specie where the assets can be held by both providers.

Can I save money in cash?

No.

What tax will I pay?

There is currently no income or capital gains tax on Investments held in your TPI Stocks & Shares ISA, but dividend distributions will have been liable to tax (the Investment Manager deducts this). We reclaim tax deducted, if any, from UK interest payments received by us in respect of any eligible investments held in your TPI Stocks & Shares ISA.

A GIA is not a tax-exempt product and the tax you will pay is dependent on your own personal circumstances. Please refer to **Section B - terms & conditions**.

What happens when I die?

When we are notified of the death of an account holder:

- When an ISA investor dies on or after 6 April 2019, the ISA can continue to benefit from the ISA tax advantages during the administration period of the investor's estate. The ISA is designated as a 'continuing account of a deceased investor';
- Any subscriptions paid into any ISA account after the date of death of an investor will be removed along with any interest accrued on these subscriptions; and
- In all other respects, we immediately freeze the account until such time as we receive an original Grant of Probate (or a copy certified as a true original by a solicitor, barrister, notary public or Court official). This means we will no longer accept instructions until we receive official notification.

We construe the personal representative(s) of the estate as the account holder. If there are more than one account holder the TPI GIA will continue until the last joint holders dies. Your spouse or registered civil partner may be entitled to an APS allowance on top of their own annual ISA allowance, we need to receive a completed application with all the relevant details and declarations before they may transfer the APS allowance in accordance with the ISA rules.

Who might our TPI Stocks & Shares Junior ISA be suitable for?

A client who:

- May be looking to transfer a Child Trust Fund or existing Junior ISA from other providers;
- Would like to build up an investment fund for an Eligible Child in a tax-efficient way; and/or
- Would like access to funds available on the True Potential Wealth Platform. Investments in a Junior ISA belong to the Junior ISA Holder and cannot be taken out until they're 18 (save for certain situations).

What types of Junior ISAs are available?

We offer a Stocks & Shares Junior ISA. A Junior ISA cannot be operated as a flexible account.

Who can open our TPI Stocks & Shares Junior ISA?

You must:

- Be the Registered Contact for an Eligible Child;
- Be resident in the UK, or a crown servant (e.g. diplomatic or overseas civil service) or a spouse or civil partner if you do not live in the UK); and
- Not be a United States person or citizen (see below for more information). The Eligible Child must, at the time the TPI Stocks & Shares Junior ISA is opened:
- Be aged under 18;
- Be resident in the UK, or a crown servant (e.g. diplomatic or overseas civil service) or a spouse or civil partner if you do not live in the UK);
- Not have a child trust fund,
- Not be a United States person or citizen (see below for more information).

How can I open a TPI Stocks & Shares Junior ISA?

You will need to:

- Read this Key Features and Terms & Conditions document, and read in association with your financial adviser; and
- Complete an online submission, confirming that you agree to the Terms and Conditions. Your investments will be held on our Wealth Platform. Please refer to Section C - Terms and Conditions for more information.

Can I transfer existing Junior ISA investments to you?

You can transfer existing Junior ISA investments whether in a Cash Junior ISA or Stocks & Shares Junior ISA into a TPI Stocks & Shares Junior ISA.

Please note that we will not provide advice on a transfer and we will not assess whether transferring your investment is suitable for you. It may take some time for us to receive the transfer payment from your existing Junior ISA manager.

Can I transfer a child trust fund to you?

You can transfer an existing Child Trust Fund held with another provider. You must transfer the entire amount in the Child Trust Fund and when the transfer is complete the Child Trust Fund will be closed. Once you have opened a TPI Stocks & Shares Junior ISA you cannot close and transfer it back into a Child Trust Fund.

If for any reason the transfer to a TPI Stocks & Shares Junior ISA does not complete the Child Trust Fund will remain intact. A child cannot have both a Child Trust Fund and a Junior ISA set up in their name.

Can I transfer my TPI Stocks & Shares Junior ISA to another ISA provider?

You can transfer the value of your TPI Stocks & Shares Junior ISA to any other Junior ISA at any time.

Can I save money in cash?

No.

What tax will I pay?

There is currently no income or capital gains tax on Investments held in your TPI Stocks & Shares Junior ISA, but dividend distributions will have been liable to tax (the Investment Manager deducts this). We reclaim tax deducted, if any, from UK interest payments received by us in respect of any eligible investments held in your TPI Stocks & Shares Junior ISA.

How much can I invest in a TPI Stocks & Shares Junior ISA?

For this tax year you can pay up to £9,000 into a TPI Stocks & Shares Junior ISA. This is known as the Annual Allowance and is set by the government. This can change each tax year.

Are there any minimum contribution limits for a TPI Stocks & Shares ISA, TPI Stocks & Shares Junior ISA and/or a TPI GIA?

The minimum contribution you can make is £1.

When can money be withdrawn from a TPI Stocks & Share Junior ISA?

Money in a TPI Stocks & Shares Junior ISA belongs to the Junior ISA Holder and cannot be taken out until they're 18, though there are certain exceptions:

- The Registered Contact can take money out of a TPI Stocks & Share Junior ISA early if the Junior ISA Holder is terminally ill, with a disease or illness that is going to get worse and is not expected to live more than 6 months. Parents may make a claim to HMRC to be allowed to access the funds in the TPI Stocks & Share Junior ISA;
- On closure of the TPI Stocks & Share Junior ISA;
- To meet certain provider management charges and other specific expenses. The TPI Stocks & Shares Junior ISA cannot be operated as a flexible account.

What happens when I die?

When we are notified of the death of a Registered Contact funds remain invested until such time as we receive an original Grant of Probate (or a copy certified as a true original by a solicitor, barrister, notary public or Court official) and until your personal representatives provide further instructions, we will not accept instructions until we receive official notification in writing to change the Registered Contact.

What happens upon the death of the Junior ISA Holder?

The TPI Stocks & Shares Junior ISA will automatically terminate in accordance with the ISA Regulations on the death of the Junior ISA Holder before their 18th birthday. Money will remain invested until it is paid out to the Junior ISA Holders personal representatives, who are bound to these Terms until the money is paid out.

How do I obtain valuations?

You will have access 24 hours a day to valuations on your personal Client Site and through our mobile apps.

When is an individual a relevant United States person or citizen?

An individual is a relevant United States person or citizen if they are:

- A citizen or resident of the United States;
- An individual born in the United States, Puerto Rico, Guam or the US Virgin Islands;
- An individual who has a parent who is a US citizen;
- A former alien who has been naturalised as a US citizen;
- A person that meets the substantial presence test;
- Any other person that is not a United States foreign person.

What if I change my mind?

You have a legal right to cancel your TPI Stocks & Shares ISA, your TPI Stocks & Shares Junior ISA and/or your TPI GIA, if you change your mind. If you wish to cancel, then you must do so within 14 days of the date that you agreed to the terms and condition in this document. Cancellation rights also apply if you transfer an investment to us. You will have 14 days from the date of the instruction to exercise your right to cancel.

What if I have a query or complaint?

If you have a complaint, contact us at the following:

True Potential Investments
Newburn Riverside
Newcastle Upon Tyne
NE15 8NX

T: 0191 242 4868
E: complaints@tpllp.com

Your complaint will be handled in accordance with our internal procedure and the FCA rules governing complaints. We will register your complaint on the date that we receive it and will respond within five business days of that date.

A copy of our Complaints Management Procedure is available online at www.tpllp.com/complaints or can be requested via any of the above channels and will be provided free of charge.

If your complaint is not dealt with to your satisfaction the matter may be referred to the Financial Ombudsman Service at Exchange Tower, London E14 9SR.

T: 0800 023 4567 or 020 7964 1000

E: complaint.info@financial-ombudsman.org.uk

W: www.financial-ombudsman.org.uk

Any such action will not affect your right to take legal action.

What is the financial services compensation scheme (FSCS)?

Your cash and investments are held separately to our own accounts. As such, in the event that we or a depositor we use failed financially, your cash and assets would remain yours as they are segregated.

As part of any wind down process, the administrator is obliged to return them to you. In the event that we, a depositor or a fund manager are unable to meet the liabilities to you in full, you may be entitled to redress from the Financial Compensation Scheme (FSCS).

Further information is available from:

FSCS
PO Box 300
Mitcheldean
GL17 1DY

T: 0800 678 1100

We ensure that any deposit takers used (e.g. banks) are covered by the Financial Services Compensation Scheme (FSCS). This means that you could be covered by the FSCS up to the prevailing rate for each separately authorised deposit taker – subject to eligibility for compensation.

Should TPI fail financially, your investments will be covered at the relevant FSCS rates at the time, the maximum level of compensation for claims under the Investment Business section of FSCS is £85,000 per person, per firm that defaults – subject to eligibility for compensation. This information will be available in the Fund Prospectus.

For further information visit the FSCS website: www.fscs.org.uk.

Section B - terms & conditions.

This section provides the Terms & Conditions for our TPI Stocks & Shares ISA, TPI Stocks & Shares Junior ISA and TPI GIA.

Changes to these Terms and Conditions (including any changes to the charges) will be made by giving you 30 days' notice subject to legal, regulatory requirements or other official requirements. We don't provide any recommendations or advice in relation to the suitability of any account or investment. The availability of investments inside the TPI Stocks & Shares ISA/TPI GIA doesn't imply that they are necessarily suitable for you and you should seek advice from your Financial Adviser if you are unsure.

1 Important information about your investment.

1.1 About the platform.

Your True Potential ISA or GIA will be held on the Platform

The Platform is a collection of services and tools that you use to arrange, manage, and track your investments easily. The platform holds circa 3,000 investments which, depending on your circumstances, could be used to achieve your investment objective. The platform is designed to enable intermediaries and clients to manage their investments more easily; and either through an intermediary or directly (where appropriate), you can instruct us to buy, sell and switch your investments.

If you have existing investments with other providers you can arrange to transfer these to the Platform either through your intermediary or your personal Client Site. If you wish to withdraw money from your account, you can request this either through an intermediary (if you have one), or if you invest directly, by sending a secure message to our support team through your online account.

You will receive a contract note for every transaction that takes place on your account and you can also view the value of your investments 24 hours a day on your personal Client Site. You may also receive other statements such as tax statements and these are available on your personal Client Site for reference. Your ability to cancel depends on your product specific terms and conditions.

See the Platform Terms and Conditions with which you have been provided for more information.

1.2 Your application.

The Application is for the establishment of your TPI Stocks & Shares ISA or TPI GIA and, as such, must satisfy the requirements set out.

- We cannot open an account for you without an online application, subject to passing our identity verification checks;
- Your application won't proceed if your identity and address certifications are incomplete;
- You will inform us of your current Tax Residency and will keep us informed if your Tax Residency changes;
- Investments within your TPI Stocks & Shares ISA/TPI GIA are held in the name of True Potential Nominee Limited, which is the nominee company we use in our capacity as Custodian, but will always remain in your beneficial ownership and will not be lent to third parties or used as security for loans;
- We rely on the information and declarations contained in your application in considering whether or not to hold your investments. If it comes to light that any of this information or these declarations are false or misleading in any material way, we reserve the right to amend or terminate your investments;

- We reserve the right to request supplementary documents from you at any point during the term of your investments being held without giving any reasons; and We reserve the right to reject all or any of your application for any reason, at our discretion.

1.3 Retail clients.

Our policy is to treat all clients referred to us as Retail Clients in order that they receive the fullest regulatory protections and avenues of recourse available. If this status does not apply to you, you can inform us of your correct status in writing.

1.4 Fees & charges.

See Section A - key features for the charges applicable to your TPI Stocks & Shares ISA and TPI GIA.

1.5 Carrying out transactions in your True Potential Investments account.

1.5.1 Form of instructions.

We will only act on instructions from you or your authorised financial adviser on your behalf. If we receive an instruction from a third party, for example another financial services provider, we will always require your approval before acting on that instruction.

Where you fail to provide the information required, or fail to comply with these terms, or where the instruction in question is otherwise incomplete or ambiguous, we shall be entitled, at our discretion, to:

- Delay the acceptance of the instruction whilst we seek clarification from you, or your financial adviser or, in the case of a cash transfer instruction, identify the investment in question;
- Reject the instruction; or
- Execute the instruction in respect of the investment, or such class or designation of the investment, which appears to be the closest to the investment described in your instruction, without liability to you for any loss which you may incur as a result.

Where you, or your financial adviser request that we cancel an instruction, prior to completion of the transaction in question, we will use reasonable steps to cancel the instruction. However, if we are unable to cancel the instruction in question, we shall have no liability.

In accordance with the rights afforded to TPI under the terms set out in the TPI Dealing and Custody Service Agreement, TPI as Custodian reserves the right to sell or realise in any other manner (including liquidation) any investment allocated to your account which we consider to be prejudicial to the operation, tax or regulatory status or integrity of your account.

In exercising the rights above, we will consider, amongst other things:

- Any current or proposed legal, regulatory or other official requirements applicable to the operation of the account; and
- Whether the relevant investment is, directly or indirectly, contrary to these Terms & Conditions, contrary to public policy (for example, where it is in a company whose activities are regarded by us as being illegal), or unethical or otherwise or a nature that may be of detriment to our reputation.

Where a fund manager or product provider invests, divests or modifies your holding at any time in accordance with your instructions or that of your financial adviser, on your behalf, you will be deemed to have given TPI as Custodian an instruction to execute on your behalf. The details of an instruction, which we have received and accepted, will be set out in your True Potential Investments account as well as a contract note, which will be available online through your personal Client Site.

1.5.2 Withdrawal instructions.

You can elect, by way of a valid instruction, to have withdrawals paid to your Nominated Account on a single or regular basis, subject to any applicable contractual, legal or regulatory restrictions and to such Instruction being for no less than any minimum that might apply.

Payments of regular withdrawals will be made:

- Monthly, quarterly, biannually or annually; and
- On the 1st of the month (or, where this is not a Banking Day, the immediately preceding Banking Day).

All withdrawals are subject to a right of set-off against any monies which you owe to us, but which remain unpaid at the time in question.

1.5.3 Instruction conditions.

- Instructions for cash withdrawals will only be paid by direct credit to the Nominated Account linked to your account;
- All instructions are deemed to be inclusive of costs, expenses and charges unless expressly notified otherwise by us; and
- You are prohibited from giving any instructions if, at the time in question, you are situated in the USA.

1.5.4 Variation to normal business hours in December.

Notwithstanding anything to the contrary in these Terms & Conditions, our offices will close at 12pm on the Business Day immediately before Christmas Day and on the Business Day immediately before New Years' Day.

1.6 Cash.

1.6.1 Cash deposit instructions and cleared funds.

Where the balance of cash falls to £0, we may, at our discretion, sell investments in your TPI Stocks & Shares ISA/TPI GIA to a value equal to or as near as possible (rounding up) to the value of any withdrawals for which we have instructions to settle within 10 working days of the sale date, subject additionally to the minimum investment sale.

1.6.2 Interest.

TPI pays client interest on a quarterly basis in arrears. The cash interest paid represents interest earned on the cash you have held in your investment during the period.

Once this has been calculated, a quarterly interest payment cycle will deposit the money into your investments held on the True Potential Wealth Platform. As these cash deposits are short-term with interest paid quarterly, withholding tax is not applicable and interest is therefore paid gross to clients. TPI retains a treasury charge of 70bps for maintaining the complete client money pool. The process, rates and treasury charge are subject to change as and when required by True Potential Investments LLP. TPI use a dynamic rate as per the total cash holdings on the day and the amount owed to clients is computed daily.

1.6.3 Use of cash.

Cash will be used to debit from you:

- The amount of any payments made to our client money bank account in respect of which we have received an Instruction from you;
- The amount of our Wealth Platform charges payable; and
- Any other applicable charges which may be due from time to time.

To credit to you as new cash:

- Cash deposits which you make from time to time;
- The proceeds of sale of your investments in respect of your TPI Stocks & Shares ISA/TPI GIA (net of all costs, charges, fees, expenses, duties or other liabilities in connection with such sales);
- Income (including, without limitation, dividends) received in respect of Investments allocated to the TPI Stocks & Shares ISA/TPI GIA;
- Interest, in accordance with the provisions set out previously; and where it is not permissible by law and/or regulation to debit or credit such amounts from, or to the cash balance of the TPI Stocks & Shares ISA/TPI GIA in question, or where we from time to time consider such debit or credit of cash would be prejudicial to the operation of the TPI Stocks & Shares ISA/TPI GIA or to the tax or regulatory status or integrity of the TPI Stocks & Shares ISA/TPI GIA, we will make such debits and/or credits from and/or to your cash account instead.

1.6.4 Settlement.

Where a transaction relating to Customer Assets is due to take place on a particular date, we may record it as happening on that date, even if there is a delay. However, if the problem is not resolved promptly, we may adjust its records to show that the transaction did not in fact take place.

1.6.5 Cash held in your account.

The Cash within your TPI Stocks & Shares ISA/TPI GIA may be held in an interest-bearing, client money account at a bank/Credit Institution of our choosing and these accounts are operated in accordance with the client money rules of the FCA.

Any income accruing to the Investments will be retained by True Potential Investments and will not be credited to your account.

1.7 Electronic documentation.

By agreeing to these Terms & Conditions you, agree to all your documents relevant to your transactions (Contract Notes, Statements and Custody Statements, etc.) being placed electronically within your personal Client Site. Should you require paper copies of documentation please contact us in writing at:

True Potential Investments,
Newburn Riverside,
Newcastle upon Tyne,
NE15 8NX

Copies of documentation will be provided within five working days from receipt of the request.

1.8 Closing of your account.

1.8.1 Closure by you.

Generally, the manner in which accounts are closed will be for the investments to be:

- Encashed and the net sale proceeds paid to your bank account by BACS transfer;
- Encashed and the net sale proceeds to be transferred to another ISA/GIA provider;
- Transferred in specie to another ISA/GIA provider; or
- Transferred to another Platform account.

We will follow your instruction to the extent that it complies with these Terms & Conditions and does not breach any legal or regulatory restrictions.

There will be no charge for closing an account.

Immediately prior to the withdrawal or transfer of cash and/or Investments, we will first deduct all costs, charges, fees, expenses, taxes, levies or other liability of whatever description which have accrued in respect of the TPI Stocks & Shares ISA/TPI GIA in or before the date of the transfer or withdrawal and which are calculated but have not yet been paid.

Notwithstanding the closure of your TPI Stocks & Shares ISA/TPI GIA, you will remain liable for any, costs, charges, fees, expenses, or other liability of whatever description which have accrued in respect of your TPI Stocks & Shares ISA/TPI GIA prior to the date of such transfer or withdrawal but which have not been so deducted until such time as they are paid in full by you.

1.8.2 Closure by us.

We are entitled to close your TPI Stocks & Shares ISA/TPI GIA where:

- You have failed within a reasonable timeframe to provide any documentation we have requested from you in order that we can fulfil our regulatory or statutory obligations (including, but not limited to, the failure to provide suitable evidence to enable you to verify your identity in accordance with anti-money laundering rules and regulations in force); or
- We are obliged or instructed to do so by the terms of a Court Order.
- We must do so under the ISA Regulations, as we manage your TPI Stocks & Shares ISA in line with the ISA Regulations, if it has or will become no longer eligible to the tax benefits under the ISA Regulations, we must 'void' it (meaning it is no longer exempt from tax), in which case we will close your ISA and notify you.

The ISA Regulations allow you to invest in just one stocks & shares ISA in a tax year. If your ISA becomes void or if HMRC tells us that your ISA is void, we will close your ISA and notify you in accordance with these Terms. If you have made an investment in breach of the ISA Regulations HMRC may ask that we Repair the ISA, and in doing so we may sell down funds to repay any tax reclaims. We may only repair your ISA if HMRC allows us

to do so. If you have made an investment in breach of the ISA Regulations, and we are required to void the investment without receiving notification from HMRC, we may sell down and return that investment to you, after deducting any tax payable to HMRC.

During the period from the date of the notice of closure and the date on which the final cash is returned to your ISA provider or deposited in to your Nominated Account(s), your TPI Stocks & Shares ISA/TPI GIA will be frozen and you will be unable to make contributions or withdrawals.

Where the balance of your Cash within the TPI Stocks & Shares ISA/TPI GIA cannot be returned to your ISA/GIA provider or transferred to your Nominated Account due to a legal or regulatory restriction, we will accept your instruction as to where to transfer this balance to, provided that the instruction does not breach any legal or regulatory restriction.

We will not be liable to you for any, costs, charges, fees, expenses, taxes, levies or other liability of whatever description which are triggered, accrued or crystallised by the closure of your TPI Stocks & Shares ISA/TPI GIA.

1.9 Our role.

TPI has full authority to:

- a) Execute actions on your behalf which may be reasonably required to enable us to execute a transaction on your behalf;
- b) Hold your account(s) and undertake any necessary custodial, settlement or administrative steps in order to administer that account;
- c) Transfer cash or investments, which we hold on your behalf, in connection with the settlement of transactions;
- d) Select trading venues to effect transactions on your behalf (for further details of this please refer to our Best Execution Policy);
- e) Amend, negotiate, execute or otherwise bring into effect all such relevant agreements in the name of or on behalf of you; and
- f) Take any other action (inclusive of, and without limitation, day to day decisions) that we reasonably consider to be necessary or desirable under these Terms and Conditions.

In order for us to carry out our services under these Terms, you will execute and deliver any authorisations and documents as may be reasonably necessary.

We will not:

- Provide investment or tax advice; or
- Assess the suitability of the TPI Stocks & Shares ISA/TPI GIA.

1.9.1 Wealth platform.

A 'Wealth Platform' is a place where a variety of different investment related processes and activities can be conveniently carried out. TPI is responsible for the Client Money Bank Accounts ("Client Money Accounts"). These accounts are used for the administration of any cash received and paid to you for the purposes of investments. When we place trades for you, they are placed in the name of True Potential Nominee Limited on behalf of TPI. Once the transactions have been completed, the assets are held in the name of True Potential Nominee Limited on the behalf of TPI.

TPI will arrange, if the investor elects, for the investor 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 ISA, if possible through our relationship with third parties used by TPI.

1.9.2 Safe custody of assets

All client custody accounts are operated in accordance with the applicable FCA Regulations. Under the applicable regulations, we are required, amongst other things, to “make adequate arrangements to safeguard clients’ ownership rights and to prevent the use of safe custody assets belonging to a client on the firm’s own account”.

We have procedures in place designed to meet the following obligations:

- Records and accounts are kept as necessary to enable us to distinguish safe custody assets held for one client from the safe custody assets held for any other client and from our own applicable assets; and
- Reconciliations are made to our own internal accounts and records and those of any third parties with whom safe custody assets are held (i.e. Sub- Custodians).

We may appoint the use of a third-party Sub-Custodian to administer and hold certain asset types. In appointing such a party, all client assets may be held in an omnibus position by the third-party Sub-Custodian. This means that certain securities may therefore be registered collectively in the same name for all the Custodian’s clients therefore your individual entitlements may not be identifiable by separate certificates or other physical documents of title.

We shall have responsibility for any matters properly relating to your assets including, without limitation, the safekeeping of your investments and the settlement or clearing of your transactions.

1.9.3 Cash deposits and client money.

All client cash deposits and redemption proceeds are held in a client money bank account at a bank/Credit Institution of our choosing. All the client money accounts are operated in accordance with the applicable FCA Client Money Rules.

We have made arrangements to ensure that all client money bank accounts are segregated from our own assets and the name of the client money accounts also makes it clear that the assets held within the account are for the benefit of clients and not ourselves. Whilst the client money accounts are currently held at a bank/Credit Institution of our choosing, client money accounts can be opened with other authorised banks held inside and outside the EEA in accordance with FCA client money rules.

We regularly review our policy for the selection of banks; with the security of client’s money being the primary consideration. All client money bank accounts are pooled meaning that they are held together with other client assets held for us (i.e. they do not have an individual client money bank account for each client). However, we are at all times able to distinguish between the assets held for one client and the assets held for another client. In the event of a failure of the bank where it is unable to meet any of its liabilities, compensation may be available under the Financial Services Compensation Scheme (FSCS).

Full details of the arrangements under the FSCS are available on their website at www.fscs.org.uk.

2. Communications with you.

We will rely on any communication, which we reasonably believe to have been made by you. We have

appropriately strict security procedures in place to help protect your account and to verify your identity, so you will be required to honour any instruction made by you or on your behalf and you will be responsible for expenses incurred.

You are responsible for providing us with correct and up to date contact details, including your postal and email address. If you change your postal or email address in the future, please tell us immediately.

Our main form of communication with you will be through your financial adviser, your online personal Client Site and by email to the address you have provided. When we write to you by post we will do so by standard class mail (or on request, we can send it by registered post at your expense).

We are not responsible for the loss of any documents, or the cost of replacing them, or for any other loss, cost or expense resulting from delay, or failure of delivery of, any communication we send or receive. Provided that we send you correspondence to the email address and/or postal address you have provided, we will not be deemed to have failed in any duty of privacy, nor be liable for any losses, costs or expenses which may arise from a third party intercepting the communications.

Please note that all communications made by TPI will be made in English.

3. Best execution policy.

All orders are transmitted in a timely manner as covered in our Best Execution Policy and we are responsible for the transmission of these instructions on your behalf. Our own processes for aggregating orders can sometimes act to your disadvantage. Where that happens, both parties will always put you back in the position you would have been had the disadvantage not been suffered.

All Instructions are carried out in accordance with our Best Execution Policy to ensure that, in the course of transmitting, routing and placing Instructions on your behalf on an aggregated basis, we obtain the best possible result for you on a consistent basis.

4. Limitation of liability.

TPI give no assurances or guarantee that the value of your investments will not go down or that your investments will generate a profit or income.

We do not guarantee your savings goals will be achieved and will not be held responsible for some or all of your investment objectives not being achieved.

We shall not be liable for any error of judgement or any loss suffered by you in connection with the services it provided to you under these Terms and Conditions unless such losses arise from the negligence, wilful deceit, dishonesty or fraud by it or any of its employees. We shall not be liable for any losses suffered by you including losses arising from:

- a) Negligence, wilful default, fraud or insolvency of any other person;
- b) TPI carrying out or relying on instructions or any information provided or made available to us by you, or any person appointed by you;
- c) Market conditions or changes in market conditions; and
- d) Any delayed receipt, non-receipt, loss or corruption of any information contained in an email or for any breach of confidentiality resulting from an email communication.

TPI shall not be liable to you for any, costs, charges, fees, expenses, taxes, levies or other liability of whatever description which are triggered, accrued or crystallised by following an Instruction from you (or which we,

acting in good faith, believe to be from you), or by us exercising our rights under these Terms & Conditions.

TPI will not be liable to the other in contract, tort (including negligence), or otherwise for any indirect or consequential loss or damage, however arising (including, but not limited to, indirect economic loss, loss of business, loss of data, loss of profits and third-party claims), whether or not that loss or damage was foreseeable.

Notwithstanding the foregoing, nothing in the provisions of the above terms operate so as to limit liability for death, personal injury, gross negligence, wilful default, or any other liability in respect of which limitation is prevented by law.

TPI shall not be liable for any default of any counterparty, bank, sub-custodian or other entity which hold money or investments on behalf of you or with whom transactions are conducted by you. We shall not be liable to you for any losses incurred by you as the acts or omissions of the custodian, except where such losses are caused by our negligence, wilful default or dishonesty.

4.1 Steps TPI will take to recover losses/damages caused by a third party.

TPI will take commercially reasonable steps to recover any losses or damages arising in connection to your assets where caused by the negligence, fraud or wilful default of a third party, but TPI cannot guarantee that it will be able to do so. Other than in relation to third parties whom TPI has appointed directly, TPI is entitled to be reimbursed for its reasonable costs and expenses incurred in taking such steps.

5. Conflicts of interest.

Conflicts may arise in the course of our services. Accordingly, we maintain and operate effective arrangements to enable us to take all reasonable steps to identify conflicts of interest between you and us, or between you and another client, in order to ensure fair treatment. In determining what steps are reasonable, we will take into consideration the level of risk that the conflict may constitute to your interest together with its nature and materiality. We will notify you of any such conflicts identified which may entail a material risk to your interests. A copy of our Conflicts of Interest Policy is available on request.

6. Complaints.

Please refer to **Section A - key features** for our complaints procedure.

7. Financial services compensation scheme.

Please refer to **Section A - key features** for more information on the Financial Services Compensation Scheme.

8. Data protection.

The True Potential Group takes the privacy and security of your personal information very seriously. Our Privacy Policy sets out the basis on which any personal information we collect from you, or that you provide to us, will be processed by us. It also outlines your individual rights and how you can access this information. You can read our Privacy Policy at <https://www.tpllp.com/privacy>.

True Potential Investments hold a current and appropriate authority under the Data Protection Act 2018 to maintain and store your personal data. As such True Potential Investments will process and keep information obtained by True Potential Investments or given by you in respect of your dealings with True Potential

Investments. True Potential Investments will only give out this information to people with whom True Potential Investments deal in the day to day operation of your Wrapper(s)/True Potential Investments Account(s), to people who are acting as our agents, to anyone to whom True Potential Investments transfer or may transfer our rights and duties, to you, as necessary in the general course of our business, or as required by law, court order or regulation on the understanding that the information will be kept confidential. Otherwise True Potential Investments will keep your personal data confidential.

From time to time True Potential may contact you with pertinent marketing information that may be of use to you. True Potential Investments may transfer your data/ information to other countries outside of the European Union but only on the basis that those to whom True Potential Investments pass it provide a level of protection consistent with our own requirements/standards.

9. Our contact details.

You can contact us at;

Post: True Potential Investments,
Newburn Riverside,
Newcastle upon Tyne,
NE15 8NX

Telephone: 0800 046 8007

Email: platform@tpllp.com

Please note, all communications between yourself and us will be made in English.

10. Applicable law.

Unless otherwise provided, the terms of your Stocks & Shares ISA are governed by the laws of England and Wales.

11. Your TPI Stocks & Shares ISA/TPI GIA.

A TPI Stocks & Shares ISA serves as a 'wrapper' to protect savings from tax, allowing you to invest monies up to the maximum amount (by way of regular or single amounts) each tax year in a range of savings and investments and pay no personal tax on the income and profits received.

A TPI GIA serves as an investment account and enables you to invest in the range of investment funds available through the True Potential Wealth Platform.

The ISA Regulations allow you to invest in just one stocks & shares ISA in a tax year

11.1 About you.

To be eligible to invest in a TPI Stocks & Shares ISA/TPI GIA, you must:

- Be aged 18 or over;
- Be a UK person;
- Not be a United States person; and
- Not be an un-discharged bankrupt.

An individual is a relevant UK individual for a tax year if they:

- Have relevant UK earnings chargeable to income tax for that tax year; or
- Are resident in the United Kingdom at some time during that tax year, an individual is a relevant United States person or citizen if they are:
 - A citizen or resident of the United States;
 - An individual born in the United States, Puerto Rico, Guam or the US Virgin Islands;
 - Are an individual who has a parent who is a US citizen;
 - Are a former alien who has been naturalised as a US citizen;
 - A person that meets the substantial presence test; or
 - Any other person that is not a United States foreign person.

11.1.1 You and your financial adviser.

To be your Financial Adviser in respect of your Investments held in the True Potential ISA or GIA, the firm in question must be registered with TPI. Where you appoint a Financial Adviser, you are deemed to have appointed the firm as well. TPI will accept any other Financial Adviser from the same firm to act in your interests in respect of your ISA or GIA. True Potential Investments are authorised to accept Instructions from your Financial Adviser or any other Financial Adviser from the same firm as if they were your direct Instructions.

Should you change your Financial Adviser, you should inform TPI as soon as possible by means of:

- a) An original or certified copy letter of authority (addressed to your new Financial Adviser);
- b) An original or certified copy letter to your new Financial Adviser accepting their terms of business; or
- c) A letter from you notifying us of your appointment of a new Financial Adviser and setting out the new Financial Adviser's details.

We shall assume that your request to change Financial Adviser relates to all assets held on in your ISA or GIA, unless you state otherwise. Should you receive any correspondence from us that contains incorrect details about your Financial Adviser, you must notify us immediately and at the latest within 14 days of receipt of the correspondence.

11.2 Opening your TPI Stocks & Shares ISA/TPI GIA.

By agreeing to these Terms & Conditions, you will be deemed to have made all the required declarations with regard to the TPI Stocks & Shares ISA/TPI GIA application and will be treated as if you had signed the Application Form and agreed to these declarations and Terms & Conditions. Your application will not proceed if your identity has not been properly certified, including your date of birth and address as set out in the declarations section of the Application Form.

Before we consider your application, additional checks may be carried out, which can include by electronic means using a third party, to establish proof of your identity and residence.

11.3 Minimum and maximum payments.

11.3.1 TPI Stocks & Shares ISA limits.

The ISA contribution limit for the current tax year is £20,000. The limit applies across all ISAs you hold. The above stated minimum and maximum values shall apply per Instruction per online Investment. Notwithstanding any minimum and maximum investment levels, which we may set from time-to-time, you must ensure that your contributions do not exceed the maximum levels prescribed in the ISA Regulations for the taxation period in question.

11.3.2 TPI GIA limits.

There is no upper limit to the amount of money that can be held within your TPI GIA account.

11.3.3 ImpulseSave®

ImpulseSave® is a form of personal contribution and must be from a card registered in your name. You must ensure that your contributions do not exceed the maximum levels prescribed in the ISA Regulations for the taxation period in question.

11.4 Tax years.

11.4.1 TPI Stocks & Shares ISA.

You can continue to subscribe to your TPI Stocks & Shares ISA in subsequent tax years without making a new application, unless however, you have a break in subscriptions over and above the period allowable by HMRC (at the time in question), to which then a new application must be submitted.

The UK tax year starts 6th April each year. If you have chosen to make regular subscriptions to your TPI Stocks & Shares ISA, these will continue into subsequent tax years until you instruct us otherwise. Please see **Section A - key features** for more tax information about our TPI Stocks & Shares ISA.

11.4.2 TPI GIA.

While there is no special tax treatment of investments held within your TPI GIA, it will be subject to Income Tax and Capital Gains Tax in accordance with your individual tax position.

You have unrestricted access to the account at any time and chargeable gains (from all sources) will be taxable only if they are above the Annual Allowance set by HMRC. At the end of each tax year, we send you a tax statement detailing all dividends and interest received which may help with your tax self-assessment, a copy of this will also be uploaded to your personal Client Site. You may wish to speak to your Financial Adviser for help with your personal tax position.

11.5 Transfers.

11.5.1 Transfers in to your TPI Stocks & Shares ISA.

You can transfer the whole of your current tax year's ISA and/or the whole or part of a previous tax year's ISA to us from an existing ISA manager. You can transfer both Cash and Stocks & Shares ISAs from other providers to our TPI Stocks & Shares ISA.

Before transferring, you should also be aware of the following information:

- ISAs can be transferred between ISA managers without losing their tax status;
- The transfer will be subject to our acceptance of your transfer application;
- Acceptance of transfers must be in cash;
- Our appointment under these terms will start from the date your TPI Stocks & Shares ISA is activated,

- following receipt and our acceptance of a valid transfer application submitted;
- We will issue a confirmation when your transfer proceeds have been invested;
 - Upon completion of the transfer of your cash to us, your TPI Stocks & Shares ISA will be subject to these terms;
 - Any residual cash received from the previous ISA manager after the date of transfer will be credited to your TPI Stocks & Shares ISA and invested; and
 - All transfer requests will be carried out within a reasonable timeframe and in an efficient manner.

You acknowledge that any such transfer may require TPI to carry out additional identity checks and that you agree to provide to TPI additional information to confirm your identity and circumstances upon request. In specie transfers are permitted (if available).

11.5.2 Transfers in to your TPI GIA.

You can transfer investments to your TPI GIA, subject to the following terms:

- Our acceptance of your application in accordance with all applicable laws and regulations;
- Our appointment under these terms will start from the date of activation of your TPI GIA, following receipt and our acceptance of a valid transfer application submitted;
- Upon completion of the transfer of your investments to us, your TPI GIA will be subject to these terms; and
- All transfer requests will be carried out within a reasonable timeframe and in an efficient manner.

You acknowledge that any such transfer may require TPI to carry out additional identity checks and that you agree to provide to TPI additional information to confirm your identity and circumstances upon request. In specie transfers are permitted (if available).

11.5.3 Transfers out of your TPI Stocks & Shares ISA.

Before transferring out of your TPI Stocks & Shares ISA you should be aware of the following information:

- You can arrange to transfer the whole of your current tax year's ISA subscriptions, and/ or the whole or part of your previous tax year's ISA subscriptions, to another HMRC approved ISA Manager. This must be within a time stipulated by you. The time stipulated by you, for these purposes, must not be more than 30 days from the day TPI are in receipt of your transfer notice;
- Transfers will be subject to the ISA regulations and the receiving ISA Manager's approval;
- Your investments can be transferred in specie (if available);
- The receiving ISA Manager may make a charge for accepting the transfer;
- If your TPI Stocks & Shares ISA is transferred to another ISA Manager in the form of cash, it will not be invested for the period of the transfer; and
- All transfer requests will be carried out within a reasonable timeframe and in an efficient manner.

If you are charged for re-registering an investment you will need to settle these charges directly. We don't pay re-registration fees, nor will we deduct such fees from your investments.

11.5.4 Transfers out of your TPI GIA.

Before transferring out of your TPI GIA you should be aware of the following information:

- You can arrange to transfer out the whole or part of your TPI GIA;
- Your investments can be transferred in specie (if available);
- The receiving GIA provider may make a charge for accepting the transfer; and
- All transfer requests will be carried out within a reasonable timeframe and in an efficient manner.

If you are charged for re-registering an investment you will need to settle these charges directly. We don't pay re-registration fees, nor will we deduct such fees from your investments.

Please be aware that encashment of your TPI GIA will crystallise any gains with consequential capital gains tax liabilities.

11.6 ImpulseSave®

ImpulseSave® is a form of personal contribution and must be from a card registered in your name. You must consider the tax treatment for this personal contribution for the taxation period in question.

11.7 Closing your TPI Stocks & Shares ISA/TPI GIA.

Your TPI Stocks & Shares ISA/TPI GIA can be closed at any time. However, you should be aware that you will receive back the contribution or other form of deposit in question less any amount by which any relevant investments may have fallen in value.

You must take into consideration the date on which:

- We accept your application;
- You make any single contribution or other form of deposit; and
- The first deposit is made in respect of regular deposit.

11.7.1 Cancellation rights.

You have a 14-day cancellation period, from the date of your Account Application submission, during this period, if no investment purchases or cash transfers have been made, there will be no net cost to close your TPI Stocks & Shares ISA /TPI GIA.

If you are within the 14-day cancellation period and an investment purchase or cash transfer has been made and as a result a Platform Fee has been taken, this will be refunded. However, you should be aware that you will receive back the investment less any amount by which the investment may have fallen in value.

If you have made a request to transfer an existing account from another provider then notify us that you wish to cancel, if the funds have not been received from the original provider we will contact them on your behalf and ask that the transfer is cancelled. If the funds have been received from the original provider, again we will contact them and ask that they allow the funds to be returned. Please be aware that this is subject each provider's cancellation terms and may differ.

Upon receipt of a notification to cancel, we will return the funds to the account from which they came by BACs. If the funds have been invested, then it will take approximately ten working days to sell down into cash to return.

If you decide to cancel your TPI Stocks & Shares ISA/TPI GIA, then you will need to inform us via any of the below: You can contact us at;

Post: True Potential Investments,
Newburn Riverside,
Newcastle upon Tyne
NE15 8NX

Telephone: 0800 046 8007

Email: platform@tpllp.com

We will act on your notification of cancellation the date it was dispatched.

11.8 Changes to the terms.

We may make reasonable and appropriate changes to these Terms at any time, for reasons including but not limited to the below:

- To meet current or future changes in law;
- To reflect new industry guidance or codes of practice;
- To correct inaccuracies, errors or omissions;
- To make the Terms easier to understand;
- To reflect any changes to the services provided;
- To reflect any changes in our systems, processes and procedures. If we make any changes to these Terms, the latest version will be available in the Documents section of your online account. You should refer to the Terms regularly.

Where we reasonably consider that changes to the Terms are material or detrimental to you we will notify you, giving you a minimum of 30 days' notice of the proposed change. Changes that are necessary due to reasons outside of our control (including but not limited to changes in legislation) and/or which are immaterial and/or not to your detriment may take effect immediately and without notice.

If you are not happy with any change we make or plan to make to the Terms, you can close your TPI Stocks & Shares ISA/TPI GIA in accordance with these Terms.

Section C - terms & conditions.

This section provides the Terms & Conditions (the “Terms”) for our TPI Stocks & Shares Junior ISA.

We don’t provide any recommendations or advice in relation to the suitability of any account or investment. The availability of investments inside the TPI Stocks & Shares Junior ISA doesn’t imply that they are necessarily suitable for you and you should seek advice from your Financial Adviser if you are unsure.

1. Important information about your investment.

1.1 Wealth platform.

The Platform is a collection of services and tools that you use to arrange, manage, and track your investments easily. The platform holds circa 3,000 investments which, depending on your circumstances, could be used to achieve your investment objective. The True Potential platform has been in operation from 2011 and we have a great deal of experience in helping people access and manage their investments effectively.

The platform is designed to enable intermediaries and clients to manage their investments more easily; and either through an intermediary or directly (where appropriate), you can instruct us to buy, sell and switch your investments. If you have existing investments with other providers you can arrange to transfer these to the True Potential Wealth Platform, either through your intermediary or your personal True Potential Client Site. If you wish to withdraw money from your account, you can request this either through an intermediary (if you have one), or if you invest directly, by sending a secure message to our support team through your online account. You will receive a contract note for every transaction that takes place on your account and you can also view the value of your investments 24 hours a day on your personal True Potential Client Site. You may also receive other statements such as tax statements and these are available on your personal True Potential Client Site for reference. Your ability to cancel depends on your product specific terms and conditions.

1.2 Your application.

The Application is for the establishment of your TPI Stocks & Shares Junior ISA and, as such, must satisfy the requirements set out.

- We cannot open an account for you without an online application, subject to passing our identity verification checks;
- Your application won’t proceed if your identity and address certifications are incomplete;
- You will inform us of your current Tax Residency and will keep us informed if your Tax Residency changes;
- Investments within your TPI Stocks & Shares Junior ISA are held in the name of True Potential Nominee Limited, which is the nominee company we use in our capacity as Custodian, beneficial ownership will remain with the Junior ISA Holder and will not be lent to third parties or used as security for loans;
- We rely on the information and declarations contained in your application in considering whether or not to hold your investments. If it comes to light that any of this information or these declarations are false or misleading in any material way, we reserve the right to amend or terminate your investments;
- We reserve the right to request supplementary documents from you at any point during the term of your investments being held without giving any reasons; and
- We reserve the right to reject all or any of your application for any reason, at our discretion.

1.3 Retail clients.

Our policy is to treat all clients referred to us as Retail Clients in order that they receive the fullest regulatory protections and avenues of recourse available. If this status does not apply to you, you can inform us of your correct status in writing.

1.4 Fees & charges.

See **Section A - key features** for the charges applicable to your TPI Stocks & Shares Junior ISA.

1.5 Carrying out transactions in your True Potential Investments account.

1.5.1 Form of instructions.

We will only act on instructions from you or your authorised financial adviser on your behalf. If we receive an instruction from a third party, for example another financial services provider, we will always require your approval before acting on that instruction. Where you fail to provide the information required, or fail to comply with these terms, or where the instruction in question is otherwise incomplete or ambiguous, we shall be entitled, at our discretion, to:

- Delay the acceptance of the instruction whilst we seek clarification from you, or your financial adviser or, in the case of a cash transfer instruction, identify the investment in question;
- Reject the instruction; or
- Execute the instruction in respect of the investment, or such class or designation of the investment, which appears to be the closest to the investment described in your instruction, without liability to you for any loss which you may incur as a result. Where you, or your financial adviser request that we cancel an instruction, prior to completion of the transaction in question, we will use reasonable steps to cancel the instruction. However, if we are unable to cancel the instruction in question, we shall have no liability.

In accordance with the rights afforded to TPI under the terms set out in the TPI Dealing and Custody Service Agreement, TPI as Custodian reserves the right to sell or realise in any other manner (including liquidation) any investment allocated to your account which we consider to be prejudicial to the operation, tax or regulatory status or integrity of your account. In exercising the rights above, we will consider, amongst other things:

- Any current or proposed legal, regulatory or other official requirements applicable to the operation of the account; and
- Whether the relevant investment is, directly or indirectly, contrary to these Terms, contrary to public policy (for example, where it is in a company whose activities are regarded by us as being illegal), or unethical or otherwise or a nature that may be of detriment to our reputation.

Where a fund manager or product provider invests, divests or modifies your holding at any time in accordance with your instructions or that of your financial adviser, on your behalf, you will be deemed to have given TPI as Custodian an instruction to execute on your behalf. The details of an instruction, which we have received and accepted, will be set out in your True Potential Investments account as well as a contract note, which will be available online through your personal True Potential Client Site.

1.5.2 Withdrawals.

The TPI Stocks & Shares Junior ISA cannot be operated as a flexible account. Money in a TPI Stocks & Share Junior ISA belongs to the Junior ISA Holder and cannot be taken out until they're 18, though there are certain exceptions:

- The Registered Contact can take money out of a TPI Stocks & Share Junior ISA early if the Junior ISA Holder is terminally ill, with a disease or illness that is going to get worse and is not expected to live more than 6 months. Parents may make a claim to HMRC to be allowed to access the funds in the TPI Stocks & Share Junior ISA;
- On closure of the TPI Stocks & Share Junior ISA in accordance with these Terms;
- To meet certain provider management charges and other specific expenses. For any withdrawal in accordance to these Terms money will normally be in the nominated bank account within 10 working days from the date we receive a valid instruction, but in certain circumstances may take longer.

1.5.2.1 Terminal illness.

If the Junior ISA Holder has a terminal illness their parents may make a claim to HMRC to be allowed to access the funds in the TPI Stocks & Share Junior ISA. If the claim is agreed HMRC will issue a letter to the Registered Contact letting them know that the funds in the TPI Stocks & Shares Junior ISA can be withdrawn. We will require a copy of this letter in order to release the funds to the Registered Contact, who will be the only person able to withdraw part or all of the funds. All withdrawals are subject to a right of set-off against any monies which you owe to us, but which remain unpaid at the time in question.

1.5.3 Instruction conditions.

- Instructions for withdrawals in accordance to these Terms will only be paid by direct credit to the Nominated Account linked to your account;
- All instructions are deemed to be inclusive of costs, expenses and charges unless expressly notified otherwise by us; and
- You are prohibited from giving any instructions if, at the time in question, you are situated in the USA.

1.5.4 Variation to normal business hours in December.

Notwithstanding anything to the contrary in these Terms, our offices will close at 12pm on the Business Day immediately before Christmas Day and on the Business Day immediately before New Years' Day.

1.6 Cash.

1.6.1 Cash deposit instructions and cleared funds.

Where the balance of cash falls to £0, we may, at our discretion, sell investments in your TPI Stocks & Shares Junior ISA to a value equal to or as near as possible (rounding up) to the value of any withdrawals for which we have instructions to settle within 10 working days of the sale date, subject additionally to the minimum investment sale.

1.6.2 Interest.

TPI pays client interest on a quarterly basis in arrears. The cash interest paid represents interest earned on the cash you have held in your investment during the period. Once this has been calculated, a quarterly interest payment cycle will deposit the money into your investments held on the True Potential Wealth Platform.

As these cash deposits are short-term with interest paid quarterly, withholding tax is not applicable and interest is therefore paid gross to clients. TPI retains a treasury charge of 70bps for maintaining the complete client money pool. The process, rates and treasury charge are subject to change as and when required by True Potential Investments LLP. TPI use a dynamic rate as per the total cash holdings on the day and the amount owed to clients is computed daily.

1.6.3 Use of cash.

Cash will be used to debit from you:

- The amount of any payments made to our client money bank account in respect of which we have received an Instruction from you;
- The amount of our Wealth Platform charges payable; and
- Any other applicable charges which may be due from time to time. To credit to you as new cash:
- Cash deposits which you make from time to time;
- The proceeds of sale of your investments in respect of your TPI Stocks & Shares Junior ISA (net of all costs, charges, fees, expenses, duties or other liabilities in connection with such sales);
- Income (including, without limitation, dividends) received in respect of Investments allocated to the TPI Stocks & Shares Junior ISA;
- Interest, in accordance with the provisions set out previously; and where it is not permissible by law and/or regulation to debit or credit such amounts from, or to the cash balance of the TPI Stocks & Shares Junior ISA in question, or where we from time to time consider such debit or credit of cash would be prejudicial to the operation of the TPI Stocks & Shares Junior ISA or to the tax or regulatory status or integrity of the TPI Stocks & Shares Junior ISA, we will make such debits and/or credits from and/or to your cash account instead.

1.6.4 Settlement.

Where a transaction relating to Customer Assets is due to take place on a particular date, we may record it as happening on that date, even if there is a delay. However, if the problem is not resolved promptly, we may adjust its records to show that the transaction did not in fact take place.

1.6.5 Cash held in your account.

The Cash within your TPI Stocks & Shares Junior ISA is held in a client money account at a Bank/Credit Institution of our choosing and these accounts are operated in accordance with the client money rules of the FCA. Any income accruing to the investments held within your TPI GIA will be credited to your account usually on a gross basis

1.7 Electronic documentation.

By agreeing to these Terms, you agree to all your documents relevant to your transactions (Contract Notes, Statements and Custody Statements, etc.) being placed electronically within your personal True Potential Client Site. Should you require paper copies of documentation please contact us in writing at:

True Potential Investments
Newburn Riverside
Newcastle upon Tyne
NE15 8NX

Copies of documentation will be provided upon request.

1.8 Our role TPI has full authority to:

- a) Execute actions on your behalf which may be reasonably required to enable us to execute a transaction on your behalf;
- b) Hold your account(s) and undertake any necessary custodial, settlement or administrative steps in order to administer that account;
- c) Transfer cash or investments, which we hold on your behalf, in connection with the settlement of transactions;
- d) Select trading venues to effect transactions on your behalf (for further details of this please refer to our Best Execution Policy);
- e) Amend, negotiate, execute or otherwise bring into effect all such relevant agreements in the name of or on behalf of you; and
- f) Take any other action (inclusive of, and without limitation, day to day decisions) that we reasonably consider to be necessary or desirable under these Terms. In order for us to carry out our services under these Terms, you will execute and deliver any authorisations and documents as may be reasonably necessary.

We will not:

- Provide investment or tax advice; or
- Assess the suitability of the TPI Stocks & Shares Junior ISA.

1.8.1 Our wealth platform.

A 'Wealth Platform' is a place where a variety of different investment related processes and activities can be conveniently carried out. TPI is responsible for the Client Money Bank Accounts ("Client Money Accounts"). These accounts are used for the administration of any cash received and paid to you for the purposes of investments. When we place trades for you, they are placed in the name of True Potential Nominee Limited on behalf of TPI. Once the transactions have been completed, the assets are held in the name of True Potential Nominee Limited on the behalf of TPI

1.8.2 Safe custody of assets.

All client custody accounts are operated in accordance with the applicable FCA Regulations. Under the applicable regulations, we are required, amongst other things, to "make adequate arrangements to safeguard clients' ownership rights and to prevent the use of safe custody assets belonging to a client on the firm's own account". We have procedures in place designed to meet the following obligations:

- Records and accounts are kept as necessary to enable us to distinguish safe custody assets held for one client from the safe custody assets held for any other client and from our own applicable assets; and
- Reconciliations are made to our own internal accounts and records and those of any third parties with whom safe custody assets are held (i.e. Sub- Custodians). We may appoint the use of a third party Sub-Custodian

to administer and hold certain asset types. In appointing such a party, all client assets may be held in an omnibus position by the third party Sub-Custodian. This means that certain securities may therefore be registered collectively in the same name for all the Custodian's clients therefore your individual entitlements may not be identifiable by separate certificates or other physical documents of title. We shall have responsibility for any matters properly relating to your assets including, without limitation, the safekeeping of your investments and the settlement or clearing of your transactions.

1.8.3 Cash deposits and client money.

All client cash deposits and redemption proceeds are held in a client money bank account at a Bank/Credit Institution of our choosing. All the client money accounts are operated in accordance with the applicable FCA Client Money Rules.

We have made arrangements to ensure that all client money bank accounts are segregated from our own assets and the name of the client money accounts also makes it clear that the assets held within the account are for the benefit of clients and not ourselves. Further Client money accounts can be opened by us with other authorised banks/Credit Institutions held inside and outside the EEA in accordance with FCA client money rules. We regularly review our policy for the selection of banks; with the security of client's money being the primary consideration. All client money bank accounts are pooled meaning that they are held together with other client assets held for us (i.e. they do not have an individual client money bank account for each client). However, we are at all times able to distinguish between the assets held for one client and the assets held for another client. In the event of a failure of the bank where it is unable to meet any of its liabilities, compensation may be available under the Financial Services Compensation Scheme (FSCS). Full details of the arrangements under the FSCS are available on their website at www.fscs.org.uk.

2. Communications with you.

We will rely on any communication, which we reasonably believe to have been made by you. We have appropriately strict security procedures in place to help protect your account and to verify your identity, so you will be required to honour any instruction made by you or on your behalf and you will be responsible for expenses incurred. You are responsible for providing us with correct and up to date contact details, including your postal and email address. If you change your postal or email address in the future, please tell us immediately. Our main form of communication with you will be through your financial adviser, your online personal True Potential Client Site and by email to the address you have provided. When we write to you by post we will do so by standard class mail (or on request, we can send it by registered post at your expense). We are not responsible for the loss of any documents, or the cost of replacing them, or for any other loss, cost or expense resulting from delay, or failure of delivery of, any communication we send or receive. Provided that we send you correspondence to the email address and/or postal address you have provided, we will not be deemed to have failed in any duty of privacy, nor be liable for any losses, costs or expenses which may arise from a third party intercepting the communications.

Please note that all communications made by TPI will be made in English.

3. Best execution policy.

All orders are transmitted in a timely manner as covered in our Best Execution Policy and we are responsible for the transmission of these instructions on your behalf. Our own processes for aggregating orders can sometimes act to your disadvantage. Where that happens, both parties will always put you back in the position you would have been had the disadvantage not been suffered. All Instructions are carried out in accordance with our Best Execution Policy to ensure that, in the course of transmitting, routing and placing Instructions on your behalf on an aggregated basis, we obtain the best possible result for you on a consistent basis.

4. Limitation of liability.

TPI give no assurances or guarantee that the value of your investments will not go down or that your investments will generate a profit or income. We do not guarantee your savings goals will be achieved and will not be held responsible for some or all of your investment objectives not being achieved. We shall not be liable for any error of judgement or any loss suffered by you in connection with the services it provided to you under these Terms unless such losses arise from the negligence, wilful deceit, dishonesty or fraud by it or any of its employees. We shall not be liable for any losses suffered by you including losses arising from:

- a) Negligence, wilful default, fraud or insolvency of any other person;
- b) TPI carrying out or relying on instructions or any information provided or made available to us by you, or any person appointed by you;
- c) Market conditions or changes in market conditions; and
- d) Any delayed receipt, non-receipt, loss or corruption of any information contained in an email or for any breach of confidentiality resulting from an email communication. TPI shall not be liable to you for any, costs, charges, fees, expenses, taxes, levies or other liability of whatever description which are triggered, accrued or crystallised by following an Instruction from you (or which we, acting in good faith, believe to be from you), or by us exercising our rights under these Terms. TPI will not be liable to the other in contract, tort (including negligence), or otherwise for any indirect or consequential loss or damage, however arising (including, but not limited to, indirect economic loss, loss of business, loss of data, loss of profits and third-party claims), whether or not that loss or damage was foreseeable. Notwithstanding the foregoing, nothing in the provisions of the above terms operate so as to limit liability for death, personal injury, gross negligence, wilful default, or any other liability in respect of which limitation is prevented by law. TPI shall not be liable for any default of any counterparty, bank, sub-custodian or other entity which hold money or investments on behalf of you or with whom transactions are conducted by you. We shall not be liable to you for any losses incurred by you as the acts or omissions of the custodian, except where such losses are caused by our negligence, wilful default or dishonesty.

4.1 Steps TPI will take to recover losses/damages caused by a third party.

TPI will take commercially reasonable steps to recover any losses or damages arising in connection to your assets where caused by the negligence, fraud or wilful default of a third party, but TPI cannot guarantee that it will be able to do so. Other than in relation to third parties whom TPI has appointed directly, TPI is entitled to be reimbursed for its reasonable costs and expenses incurred in taking such steps.

5. Conflicts of interest.

Conflicts may arise in the course of our services. Accordingly, we maintain and operate effective arrangements to enable us to take all reasonable steps to identify conflicts of interest between you and us, or between you and another client, in order to ensure fair treatment. In determining what steps are reasonable, we will take into consideration the level of risk that the conflict may constitute to your interest together with its nature and materiality.

We will notify you of any such conflicts identified which may entail a material risk to your interests. A copy of our Conflicts of Interest Policy is available on request.

6. Complaints.

Please refer to **Section A – key features** for our complaints procedure.

7. Financial services compensation scheme.

Please refer to **Section A – key features** for more information on the Financial Services Compensation Scheme.

8. Data protection.

The True Potential Group takes the privacy and security of your personal information very seriously. Our Privacy Policy sets out the basis on which any personal information we collect from you, or that you provide to us, will be processed by us. It also outlines your individual rights and how you can access this information.

You can read our Privacy Policy at <https://www.tpllp.com/privacy/> True Potential Investments hold a current and appropriate authority under the Data Protection Act 1998 to maintain and store your personal data. As such True Potential Investments will process and keep information obtained by True Potential Investments or given by you in respect of your dealings with True Potential Investments. True Potential Investments will only give out this information to people with whom True Potential Investments deal in the day to day operation of your Wrapper(s)/True Potential Investments Account(s), to people who are acting as our agents, to anyone to whom True Potential Investments transfer or may transfer our rights and duties, to you, as necessary in the general course of our business, or as required by law, court order or regulation on the understanding that the information will be kept confidential. Otherwise True Potential Investments will keep your personal data confidential. From time to time True Potential may contact you with pertinent marketing information that may be of use to you. True Potential Investments may transfer your data/ information to other countries outside of the European Union but only on the basis that those to whom True Potential Investments pass it provide a level of protection consistent with our own requirements/standards

9. Our contact details.

You can contact us at;

True Potential Investments
Newburn Riverside
Newcastle upon Tyne
NE15 8NX

Telephone: 0800 046 8007

Email: platform@tpllp.com

Please note, all communications between yourself and us will be made in English.

10. Applicable law.

Unless otherwise provided, the terms of your Stocks & Shares Junior ISA are governed by the laws of England and Wales.

11. Your TPI Stocks & Shares Junior ISA.

A TPI Stocks & Shares Junior ISA serves as a 'wrapper' to protect savings from tax, allowing you to invest monies up to the maximum amount (by way of regular or single amounts) each tax year in a range of savings and investments. The tax payable on the TPI Stocks & Shares Junior ISA will depend on the Junior ISA Holder's personal circumstances and may be subject to change in the future. The ISA Regulations allow the Junior ISA Holder to have one stocks & shares Junior ISA at any time.

11.1 About you.

To be eligible to invest in a TPI Stocks & Shares Junior ISA, as the Registered Contact you must:

- Be aged 18 or over;
- Be a UK person;
- Have parental responsibility for the Junior ISA Holder;
- Not be a United States person; and
- Not be an un-discharged bankrupt.

An individual is a relevant UK individual for a tax year if they:

- Have relevant UK earnings chargeable to income tax for that tax year; or
- Are resident in the United Kingdom at some time during that tax year, An individual is a relevant United States person or citizen if they are:
 - A citizen or resident of the United States;
 - An individual born in the United States, Puerto Rico, Guam or the US Virgin Islands;
 - Are an individual who has a parent who is a US citizen;
 - Are a former alien who has been naturalised as a US citizen;
 - A person that meets the substantial presence test; or
 - Any other person that is not a United States foreign person.

11.1.1 You and your financial adviser.

To be your Financial Adviser in respect of your Investments held on the TPI Wealth Platform, the firm in question must be registered with TPI. Where you appoint a Financial Adviser, you are deemed to have appointed the firm as well. TPI will accept any other Financial Adviser from the same firm to act in your interests in respect of your Wrapper(s)/TPI Account(s). TPI are authorised to accept Instructions from your Financial Adviser or any other Financial Adviser from the same firm as if they were your direct Instructions.

Should you change your Financial Adviser, you should inform TPI as soon as possible by means of:

- a) An original or certified copy letter of authority (addressed to your new Financial Adviser);

- b) An original or certified copy letter to your new Financial Adviser accepting their terms of business; or
- c) A letter from you notifying us of your appointment of a new Financial Adviser and setting out the new Financial Adviser's details. We shall assume that your request to change Financial Adviser relates to all assets held on the TPI Wealth Platform unless you state otherwise. Should you receive any correspondence from us that contains incorrect details about your Financial Adviser, you must notify us immediately and at the latest within 14 days of receipt of the correspondence.

11.1.2 About the Junior ISA Holder.

The Junior ISA Holder as an Eligible Child must be:

- Be aged under 18;
- Be resident in the UK, or a crown servant (e.g. diplomatic or overseas civil service) or a spouse or civil partner if you do not live in the UK);
- Not have a child trust fund,
- Not be a United States person or citizen (see below for more information). An individual is a relevant UK individual for a tax year if they:
 - Have relevant UK earnings chargeable to income tax for that tax year; or
 - Are resident in the United Kingdom at some time during that tax year, An individual is a relevant United States person or citizen if they are:
 - A citizen or resident of the United States;
 - An individual born in the United States, Puerto Rico, Guam or the US Virgin Islands;
 - Are an individual who has a parent who is a US citizen;
 - Are a former alien who has been naturalised as a US citizen;
 - A person that meets the substantial presence test; or
 - Any other person that is not a United States foreign person. An Eligible Child cannot have more than one stocks & shares Junior ISA at any time.

11.2 Opening your TPI Stocks & Shares Junior ISA.

By agreeing to these Terms, you will be deemed to have made all the required declarations with regard to the TPI Stocks & Shares Junior ISA application and will be treated as if you had signed the Application Form and agreed to these declarations and Terms.

Your application will not proceed if your identity has not been properly certified, including your date of birth and address as set out in the declarations section of the Application Form. Before we consider your application, additional checks may be carried out, which can include by electronic means using a third party, to establish proof of your identity and residence.

You can also open a TPI Stocks & Shares Junior ISA by transferring a Junior ISA or Child Trust Fund from another Manager to us in accordance with these Terms. You must ensure that the information provided in the TPI Stocks & Shares Junior ISA application is accurate, and we are entitled to rely on the accuracy of information contained in the application. We will not accept the application if in our reasonable opinion the intended Junior ISA Holder for the TPI Stocks & Shares Junior ISA is not an Eligible Child. 11.3 Minimum and maximum payments

11.3.1 TPI Stocks & Shares Junior ISA limits.

The Junior ISA contribution limit for the current tax year is £9,000. Notwithstanding any minimum and maximum investment levels, which we may set from time-to-time, you must ensure that your contributions do not exceed the maximum levels prescribed in the ISA Regulations for the taxation period in question.

11.3.2 ImpulseSave®

ImpulseSave® is a form of personal contribution and must be from a card registered in Your name. You must ensure that your contributions do not exceed the maximum levels prescribed in the ISA Regulations for the taxation period in question.

11.4 Tax years.

The UK tax year starts 6th April each year. If you have chosen to make regular contributions to your TPI Stocks & Shares Junior ISA, these will continue into subsequent tax years until you instruct us otherwise. Please see **Section A - key features** for more tax information.

11.5 Transfers.

11.5.1 Transfers in.

You can transfer the below from another manager into our TPI Stocks & Shares Junior ISA:

- A full transfer of a Stocks & Shares Junior ISA or a Child Trust Fund; or
- A partial transfer of a Cash Junior ISA; or
- A full transfer of a cash Junior ISA and Child Trust Fund. Before transferring, you should also be aware of the following information:
 - ISAs can be transferred between ISA managers without losing their tax status;
 - The transfer will be subject to our acceptance of your transfer application;
 - Acceptance of transfers must be in cash;
 - Our appointment under these terms will start from the date your TPI Stocks & Shares Junior ISA is activated, following receipt and our acceptance of a valid transfer application submitted;
 - We will issue a confirmation when your transfer proceeds have been invested;
 - Upon completion of the transfer of your cash to us, your TPI Stocks & Shares Junior ISA will be subject to these terms;
 - Any residual cash received from the previous ISA manager after the date of transfer will be credited to your TPI Stocks & Shares Junior ISA and invested; and
 - All transfer requests will be carried out within a reasonable timeframe and in an efficient manner. You acknowledge that any such transfer may require TPI to carry out additional identity checks and that you agree to provide to TPI additional information to confirm your identity and circumstances upon request. In specie transfers are permitted (if available).

11.5.2 Transfers out.

You can transfer the below to another manager from our TPI Stocks & Shares Junior ISA:

- A full transfer of the TPI Stocks & Shares Junior ISA to a stocks & shares Junior ISA with another Manager; or
- A partial transfer of the TPI Stocks & Shares Junior ISA to a cash Junior ISA with another Manager. Before transferring out of your TPI Stocks & Shares Junior ISA you should also be aware of the following information:
 - You can arrange to transfer to another HMRC approved Junior ISA Manager. This must be within a time stipulated by you. The time stipulated by you, for these purposes, must not be more than 30 days from the day TPI are in receipt of your transfer notice. Transfers will be subject to the ISA regulations and the receiving ISA Manager's approval;

- The receiving Junior ISA Manager may charge you for accepting the transfer;
- As your TPI Stocks & Shares Junior ISA is transferred to another Junior ISA Manager in the form of cash, it will not be invested for the period of the transfer; and,
- All transfer requests will be carried out within a reasonable timeframe and in an efficient manner. If you are charged for re-registering an investment you will need to settle these charges directly. We don't pay re-registration fees, nor will we deduct such fees from your investments.

11.6 Closing your TPI Stocks & Shares Junior ISA.

The TPI Stocks & Shares Junior ISA will be closed in the following circumstances:

- Where all investments in the TPI Stocks & Shares Junior ISA have been transferred to another Manager.
 - On the death of the Junior ISA Holder.
 - On the 18th birthday of the Junior ISA Holder, the TPI Stocks & Shares Junior ISA will cease to be a TPI Stocks & Shares Junior ISA and will be transferred to the TPI Stocks & Shares ISA. These Terms will cease to apply and the TPI Stocks & Shares ISA Terms will apply. We will write to the Junior ISA Holder in advance of their 18th birthday to inform them the TPI Stocks & Shares Junior ISA will be transferred to the TPI Stocks & Shares ISA on their 18th birthday. From that date, the investments will continue to benefit from the tax advantages of the TPI Stocks & Shares ISA but we will not accept any Payments into the TPI Stocks & Shares ISA until the Junior ISA Holder has provided us with certain information which we will request from them for our identity verification checks.
 - When requested to do so by HMRC, where the TPI Stocks & Shares Junior ISA is void, and as such, is no longer exempt from tax, we will notify you and send the investments to the Junior ISA Holder.
- 11.6.1 Procedure following death The TPI Stocks & Shares Junior ISA will automatically terminate in accordance with the ISA Regulations on the death of the Junior ISA Holder before their 18th birthday. Money will remain invested until it is paid out to the Junior ISA Holders personal representatives, who are bound to these Terms until the money is paid out. We reserve the right to request supplementary documents from you at, including (but not limited to) entitlement to the estate and proof of death.

Personal representatives may choose to pay the money out to one or more beneficiaries, and we may require additional documentation for our identity verification checks. All withdrawals are subject to a right of set-off against any monies which you owe to us, but which remain unpaid at the time in question.

11.6.1 Cancellation rights.

You have a 14-day cancellation period, from the date of your Account Application submission, during this period, if no investment purchases or cash transfers have been made, there will be no net cost to close your TPI Stocks & Shares Junior ISA. If you are within the 14-day cancellation period and an investment purchase or cash transfer has been made and as a result the True Potential Platform Fee has been taken, this will be refunded. However, you should be aware that you will receive back the investment less any amount by which the investment may have fallen in value. If you have made a request to transfer an existing account from another provider then notify us that you wish to cancel, if the funds have not been received from the original provider we will contact them on your behalf and ask that the transfer is cancelled. If the funds have been received from the original provider, again we will contact them and ask that they allow the funds to be returned. Please be aware that this is subject each provider's cancellation terms and may differ Upon receipt of a notification to cancel, we will return the funds to the account from which they came by BACs. If the funds have been invested, then it will take approximately ten working days to sell down into cash to return.

If you decide to cancel your TPI Stocks & Shares Junior ISA, then you will need to inform us via any of the below:

You can contact us at;

True Potential Investments
Newburn Riverside
Newcastle upon Tyne
NE15 8NX

Telephone: 0800 046 8007
Email: platform@tpllp.com

We will act on your notification of cancellation the date it was dispatched.

11.7 Changes to the terms.

We may make reasonable and appropriate changes to these Terms at any time, for reasons including but not limited to the below:

- To meet current or future changes in law;
- To reflect new industry guidance or codes of practice;
- To correct inaccuracies, errors or omissions;
- To make the Terms easier to understand;
- To reflect any changes to the services provided;
- To reflect any changes in our systems, processes and procedures. If we make any changes to these Terms, the latest version will be available in the Documents section of your Client Site. You should refer to the Terms regularly. Where we reasonably consider that changes to the Terms are material or detrimental to you we will notify you, giving you a minimum of 30 days' notice of the proposed change. Changes that are necessary due to reasons outside of our control (including but not limited to changes in legislation) and/or which are immaterial and/or not to your detriment may take effect immediately and without notice. If you are not happy with any change we make or plan to make to the Terms, you can transfer the TPI Stocks & Shares Junior ISA to another manager of a Junior ISA in accordance with these Terms.



Head Office: Gateway West, Newburn Riverside, Newcastle upon Tyne, NE15 8NX

True Potential Investments LLP is authorised and regulated by the Financial Conduct Authority. FRN 527444.
Registered in England and Wales as a Limited Liability Partnership No. OC356027.

September 2024 TPIP 1.3