Please use the below criteria as a requirements guide when submitting an instruction to trade into a new unitholder account.

Morgan Stanley

Please note, additional documentation may be required based on the specifics of the investor and investment. For the avoidance of doubt, please refer to the relevant application form and prospectus documents before submitting your instruction.

Please ensure you complete and send Coverall & Distribution Mandates' with application or new account opening request.

Account opening requests **cannot** be sent in by e-mail

Is a formal application form required when a subscription will create a new account:

In a new name or registration details?

As a new designated holding under an existing registered name?

No – we are able to set up new accounts with the following details as a minimum: Name, Address, Designation and Agent Code. However, all new accounts are referred to Head Office for approval. If a Distribution Mandate, Coverall Form or DOLR Linking is required, these forms will need to be completed in addition on the Distributor Portal.

Are FATCA and CRS self certificates required?	Yes	Certificates can be provided post trade.
Are PAIF funds available for investment?	No	
What signatures must be provided on instructions?	Two authorised signatures	Please ensure signatories state the name of the person and state their capacity (to match current sig list).
What is the default method for distribution if no instruction is received?	Cheque	However, we encourage bank details to be provided.
What method should the distribution mandate be sent?	Fax, Post or document upload	Available on the Portal.

If you have questions, please contact us via webchat or email #ClientMaintenance1@uk.dstsystems.com

Further guidance is available by referencing the Account opening template accessible on the portal:Account Opening Template

Please note:
Account names can be up to 45 characters long and Account designations can be up to 35 characters long