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

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.

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

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

Is a formal application form required when a subscription will create a new account:	In a new name or registration details? →	Formal application form is required: By Post or Document Upload
	As a new designated holding under an existing registered name? →	An unambiguous instruction containing sufficient information to create a new designation is acceptable: By Fax , Post or Phone

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.
What is the default method for distribution if no instruction is received?	Cheque	
What method should the distribution mandate be sent?	Post or Document Upload	

White Paper Instructions should contain the following wording :

“I/We confirm agreement to all client money arrangements and procedures including the Delivery Versus Payment exemption provisions. We also confirm agreement to the T&C’s and that the KIID has been read.”

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