

Primary Health Properties Share Service

Application Form

Please complete this form and return it together with your personal cheque (made payable to "Capita IRG Trustees Limited A/c PHP") and if appropriate completed direct debit instruction and/or the CREST Transfer form to the Share Service Administrator at the following address:

Primary Health Properties Share Service, Capita IRG Trustees Limited, Regulated Business, The Registry, 34 Beckenham Road, Beckenham, Kent BR3 4TU

Please note that unless all of the information requested is provided, it may be necessary to return your application to you unprocessed.

1. Personal Details (BLOCK CAPITALS: initials are unacceptable)

Title Mr/Mrs/Miss/Ms:
First Name(s):
Surname:
Address:
Post Code:
Daytime Tel No:

If you wish the shares to be held in more than one name please give the titles and full names of the other holders below.

2nd Holder
3rd Holder
4th Holder

If you want to designate the account, insert (up to a maximum of 8 characters) in the designation box below

Designation									
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2. Investment Details (Please complete appropriate boxes)

I/We wish to participate in the Primary Health Properties Share Service

Regular Monthly Savings

Please complete the amount you wish to invest each month (minimum £50) and ensure the application form and direct debit instruction are completed

£

Lump Sum or Top-Up

Please complete the amount to be invested (minimum initial investment £500) and enclose a personal cheque made payable to "Capita IRG Trustees Limited A/c PHP"

£

3. Existing Holders

If you are an existing holder of PHP shares with a share certificate and wish to transfer your holding into the service, please state the number of shares to be transferred and complete the enclosed CREST transfer form and send to the above address with a valid share certificate.

Number of shares

For All Investments

Capita IRG Trustees Limited or its associated companies within the Capita Group may contact you about other financial services.

If you do not wish to receive this information please tick this box.

4. Declaration

I am 18 or over and am an EU resident and have read and accept the terms and conditions of the Primary Health Properties Share Service as set out in the accompanying documents and apply to join the Service.

NB: All holders must sign

Signature
Date:

Signature
Date:

Signature
Date:

Signature
Date:

Identity Guidelines

In order for us to complete the necessary steps, we need to receive the following documentation from you. **Please note that whilst the following is usually sufficient, we reserve the right to require additional documentation and information, where we consider it appropriate.**

1. Proof of Identity

Your Application Form must be accompanied by two documents – one from list A (to prove your name) and the other from list B (to prove your address)

List A – evidence of identity: (please provide ONE of the following)

- Current UK/EEA photo card driving licence or a blue disabled driver's pass.
- Current full UK/EEA driving licence old version. ("Old style" provisional licences are not acceptable)
- Current, signed, passport.
- EEA member state identity card.
- Northern Ireland Voters Card.
- Residence permit issued by the Home Office to EU Nationals on sight of their own country's passport or
- A most recent HM Revenue and Customs Notice of Coding for Income Tax purposes or other HM Revenue and Customs notification (P45s or P60s are not acceptable)

List B – evidence of address: (please provide ONE of the following)

- Recent utility bill/statement or a certificate from a utility supplier confirming the service payment arrangements. Mobile phone bills are not acceptable.
- Local authority tax bill (valid for the current year).
- Current UK driving licence (old full licence or new photo card licence) – "old style" provisional licences are not acceptable.
- EEA Member State Identity Card or a Northern Ireland Voter's card that contains an address.
- Recent systems-generated or signed documentation from a regulated financial sector firm indicating that an account / investment / insurance relationship exists and contains your address. Credit card statements are not acceptable.
- Solicitor's letter confirming recent house purchase or land registry confirmation together with documentary evidence of the immediately preceding address.
- Local council rent card or tenancy agreement or
- Recent HM Revenue and Customs correspondence addressed to the Share Service Investor, at his/her stated address.

II. Explanatory notes

1. A single document cannot be used as both evidence of identity and address.
2. Photocopies must be in black and white only (colour copies are not acceptable)
3. "Recent" will normally mean not more than 3 months old.
4. It will not be necessary for you to send original documents as long as you send certified copies (see III).

III. Certification of Copy Documents

Any copy document provided must be certified a true copy of the original. The copy must be signed, dated and stamped (or sealed) by an officer of an authorised financial intermediary or from a reputable banking institution, Consular Officials, national or local Government officials in the course of their duty, or, if registered with a relevant professional body, a notary public, qualified lawyer or accountant.