

Discretionary Fund Manager Authorisation Form

This form is to be used for Clients who:

- Are setting up a new platform account and want to invest in a Discretionary Fund Manager (DFM) managed portfolio; or
- Have an existing platform account and want to add accounts to a DFM managed portfolio

Client Details

Client Name:

Client Number (existing clients only):

Financial Adviser Details

Adviser Name:

Adviser Firm Name:

Adviser FCA Firm Reference Number:

DFM Details

I have appointed the Discretionary Fund Manager detailed below and wish to invest in one or more of their managed portfolios on the basis and terms chosen for me by my Financial Adviser.

DFM Name:

DFM FCA Firm Reference Number:

Selected DFM Service (select option A or B):

A. Managed Portfolio Service (MPS)

The DFM will manage one or more Model Portfolios on our platform in line with the stated model objective and without reference to the Client as an individual investor. The DFM, and the Financial Adviser in consultation with the Client, can determine when to rebalance the portfolio and the DFM can change the funds and their weights. The Financial Adviser will determine which portfolios are suitable for the Client and will link the Wealthtime products to those portfolios. In most cases, the Client will not have a direct relationship with the DFM who is managing the portfolio.

If this option is selected then the Financial Adviser will be able to link any of the Client's Wealthtime products (whether existing or opened at some point in the future) to a portfolio provided by the selected DFM, unless the DFM requires a separate agreement for each product.

OR

B. Bespoke DFM Service under Discretionary Mandate

The Client will sign a discretionary investment mandate with the DFM and the DFM will design a custom portfolio tailored to the Client's investment objectives, attitude to risk and investment timeframe. The DFM will manage the portfolio on a day-to-day basis in line with the discretionary mandate. Such management can include changing the fund selection, fund weighting as well as deciding when to rebalance the portfolio.

If this option is selected Wealthtime will require sight of the signed discretionary mandate for each product being managed by the DFM.

DFM Fees (select option A or B):

A. DFM Fees to be paid from my Wealthtime products

Please confirm the maximum DFM fees to be paid from Wealthtime products for funds under management by the DFM:

(% p.a.) Add VAT to DFM Fees? Yes No

OR

B. No DFM Fees to be paid from my Wealthtime products

This option should only be selected if an alternative method has been agreed with the DFM to pay their fees.

Declarations

- a. I/We hereby request that my/our account(s) detailed on this form will be managed by the DFM named on this form on a discretionary basis.
- b. I/We understand that my/our DFM may periodically conclude that my/our account(s) need updating or rebalancing, or conclude that more frequent changes are needed as a result of market conditions.
- c. In order to make changes to my/our account(s), I/we agree that the DFM may instruct Wealthtime to transmit trade orders without first consulting me/us.
- d. I/We acknowledge and accept that Wealthtime Limited will proceed to act upon the DFM's instructions without first seeking my/our consent or providing me/us with a personal recommendation and/or a statement confirming suitability.
- e. I/We understand that this is a discretionary managed service and grant permission for those assets and investments linked to the DFM managed portfolio to be managed on a discretionary basis.
- f. I/We acknowledge and accept that my/our DFM has been selected by my/our Financial Adviser and that the availability of the DFM on the Wealthtime platform does not constitute a recommendation of the DFM by Wealthtime Limited and furthermore that Wealthtime Limited does not warrant the suitability of investment decisions or fund selections made by the DFM.
- g. I/We understand that Wealthtime Limited have not carried out, and shall not in the future carry out, any review of my selected DFM's financial status, their investment and/or risk strategies nor will Wealthtime Limited monitor the ongoing performance of the DFM and the portfolios they manage.
- h. Where applicable, I/we confirm my/our agreement to the DFM fees as set out in this form and hereby authorise and request Wealthtime Limited to pay them on my/our behalf, in accordance with the provisions of the Wealthtime Private Client Service, from the funds held in my/our Wealthtime Private Client Service, until otherwise instructed.
- i. Where applicable, I/we understand that the specified DFM fees will be deducted monthly from my/our product account(s).
- j. I/We understand that Wealthtime Limited is unable to adjudicate in any disputes between me/us and my/our selected DFM regarding DFM fees for their services.
- k. Where applicable, I/we understand Wealthtime Limited will only pay DFM fees if my/our DFM is authorised by the Financial Conduct Authority and has agreed to the Wealthtime DFM Terms of Business.
- l. Where I/we have appointed a 'Managed Portfolio Service' DFM, I/we are appointing my/our Financial Adviser to act on an agent as client basis (i.e. the DFM will treat my/our financial adviser as their client and not me/us).

Adviser

Financial Adviser Name

Financial Adviser's Signature

Date

Client

Full Name

Signature

Date

If there is more than one authorised signatory on the account e.g. trustees of a trust, please use the signatory sections below for the additional names and signatories.

Full Name of Additional Authorised Signatory

Signature

Date

Full Name of Additional Authorised Signatory

Signature

Date

Full Name of Additional Authorised Signatory

Signature

Date

Full Name of Additional Authorised Signatory

Signature

Date

Data Protection

Please refer to the Data Protection clauses included in the WPCS Key Features and Terms and Conditions and the Wealthtime Data Protection Privacy Notice available at www.wealthtime.co.uk.

If you require this document in an alternative format please contact us.

The Wealthtime Private Client Service provides a reporting and administration facility and is provided by Wealthtime Limited. Wealthtime Limited (registered number 6016480) is registered in England and has its registered office at The Oak House, Barford Lane, Downton, Salisbury, Wiltshire. SP5 3QA. Telephone: 01725 512925. Fax: 01725 513493. Web: www.wealthtime.co.uk. Wealthtime Limited is authorised and regulated by the Financial Conduct Authority under Firm Reference Number 468461 and you can check this authorisation at www.fca.org.uk/register.

The Wealthtime SIPP is established by Wealthtime Limited, which has appointed Wealthtime Trustees Limited as Trustee and Wealthtime Limited as Scheme Operator. Wealthtime Trustees Limited (registered number 6243467) is registered in England and has its registered office at The Oak House, Barford Lane, Downton, Salisbury, Wiltshire. SP5 3QA.