

# Appointment of Financial Adviser Form



## Application guide

This form should be completed if you wish to appoint a Financial Conduct Authority (FCA) regulated financial adviser.

If you have agreed with your financial adviser that they may take an adviser charge from your product(s), please also complete the Adviser Charges Form for your product(s). You can obtain a copy of this form from our website at [www.jameshay.co.uk](http://www.jameshay.co.uk).

**Please complete this form in BLOCK CAPITALS and black ink and return it to: James Hay Partnership, Dunn's House, St Paul's Road, Salisbury, SP2 7BF. If you need any help to complete this form, please call your Service Executive Team or our general enquiry number 03455 212 414.**

## 1 Personal details

Applicant to complete

Full name

Product number(s)

Please detail all product numbers this authority applies to.

## 2 Financial adviser details

Applicant to complete

Company name

Network name (if applicable)

Contact name

FCA firm reference number

Address

Postcode

Telephone

Email

**PLEASE NOTE: Your financial adviser will need to sign up to our Financial Adviser Terms of Business. This is available from our website at [www.jameshay.co.uk](http://www.jameshay.co.uk).**

I confirm the above named financial adviser firm is replacing any previous financial adviser appointed to my product(s).

This authority will remain in force until I notify you otherwise in writing.

## 3 Client declaration

Applicant to complete

I hereby declare as follows:

I agree to the appointment of the financial adviser specified above.

I accept that by appointing a financial adviser, you will send correspondence to my financial adviser unless I have requested otherwise or if I cease to use the services of my financial adviser.

I give my authority for you to accept investment and disinvestment instructions from my financial adviser.

I request the scheme administrator to act on instructions in accordance with the provisions of the product(s) held with James Hay Partnership, until otherwise instructed.

Client signature

Date

We are able to provide literature in alternative formats. For a Braille, large print or audio version of this document call us on 03455 212 414 (or via the Typetalk service on 18001 03455 212 414).

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