Friends Provident International

Switch/Redirection Request

Please return the completed form

Either via hardcopy to the following address:

Friends Provident International Limited (Singapore Branch)
182 Cecil Street
Level 17 Frasers Tower
Singapore 069547

OR simply email a scanned copy to ccs@fpiom.com

Our Switches Department will confirm receipt of each instruction by automated email. If you do not receive an automated acknowledgment from us, your instruction is deemed not to have been received and has not been processed.

If you need any assistance in completing the form, please contact us via:
Telephone: +44(0) 1624 821 212
Fax: +44(0) 1624 824 405
Email: ccs@fpiom.com

Please complete this form in English, using block capitals.
If you make a mistake, please cross it out and correct it, initialling any amendments. Please do not use correction fluid or any other method for deleting incorrect information.

Checklist

Please tick to confirm the following before submitting your instruction.

- **Correct fund code** ☐
- **Your choice of funds is available** (please refer to the current fund pages which are available from www.fpinternational.sg or your financial adviser) ☐
- **The total percentage adds up to 100%** (please note we can only accept whole percentages) ☐
- **From the combination of requested new funds and allocated future premiums, the instruction will not result in the policy holding more than 10 funds** ☐
- **You have not included separate instructions for Initial Units and Accumulation Units** (these cannot be switched separately) ☐
- **The instruction has been signed by all policyholders and assignees if applicable, or by a third party who has been granted Optional Management Authority** ☐

Important notes

Processing fund switches

We will process your instruction on the day which we receive it, subject to:

- **Your instruction being received by 12pm (UK time) on that day**
- **Our office being open for work on that day**
- **All necessary documentation being supplied**
- **Compliance with your policy Terms and Conditions.**

If, for whatever reason and further to the aforementioned criteria, we are unable to process your instruction on the day which we receive it, we will process it on our first working day thereafter.

Policy number

Full name(s) of policyholder(s)

If we have a query with your instruction, we may need to contact you.

Please provide us with details of the easiest method of contacting you (telephone, fax or email).

Name of contact person

Telephone number (inc. dialling code)

Email address

Option 1: Switch instructions/Portfolio realignment (Funds to sell)

Please note Switch Out funds will be switched into a pool and from this same pool switched into the new funds listed under the Switch In section below.

Switch Out (Please tick only 1 box to switch out)

☐ **ALL existing funds**

☐ **Specific funds** (Please list down funds in the below boxes and ensure all fund codes match the fund names)

Fund Code (Max 10)	Fund Name	Percentage Switch Out

Switch In (For proceeds raised above, please specify switch in split in below boxes)

Fund Code (Max 10)	Fund Name	Percentage Switch In
		100%

Option 2: Investment of future premiums (Redirection)

☐ **Allocate future premiums as per new fund split shown in Switch In** (Instruction given on Page 2 of this form)

☐ **Allocate future premiums as per fund split in table below**

Fund Code (Max 10)	Fund Name	Reallocation Percentage
		100%

Reminder:

From the combination of remaining and requested switch-in funds, including future invested funds, policy can only hold up to maximum of 10 funds (except for Purpose Saver). Should the instruction given result in more than 10 funds, Option 1 and Option 2 instruction will both be declined.

I hereby request and authorise you to act on the Switch and/or Redirection instruction in accordance with the relevant policy provisions.

Signatures

	Policyholder 1	Policyholder 2	Optional Management Authority
Signature(s) of policyholder(s)			
Name(s) (block capitals)			
Date (dd/mm/yyyy)			

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Privacy policy

Our full privacy policy can be viewed at **https://www.fpinternational.com/legal/privacy-and-cookies** or can be obtained by requesting a copy from our Data Protection Officer.