

# Subscription form

**!** Important information

**Please read before completing this form.**

This form can be used for adding shares to an existing or newly opened account. Please request an additional account application form if you require a new account.

One form should be used for a single transaction.

Please call our Client Services Team on freephone **0800 022 3505** if you have any questions about this form or would like to discuss any additional support needs. Please note that telephone calls are recorded. If being completed by hand, please use black ink and write in BLOCK CAPITALS.

All pages of this form should be returned to CCLA, PO Box 12892, Dunmow, Essex CM6 9DL. Alternatively, a PDF version of the form can be sent to **cclaclientservices@fnztaservices.com** if an email instructions authority is in place.

If you are sending your instruction by email, please do not send the original documentation in the post and do not resend the email and/or the attachment.

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## Section 1 Transaction details

Organisation name

Account number

Value

Number of shares

£

**OR**

Value in words

**OR** Number of shares in words

Note: This transaction will be processed as detailed in the fund's Prospectus.

## Section 2 Payment details

### Bank transfer

Please send payment to the bank account detailed below.

Name: **HSBC Bank Plc as depositary of The Public Sector Deposit Fund**

Sort code: **40-05-30**

Account number: **74455479**

Date payment will arrive (dd/mm/yyyy)

Please quote your CCLA account number as a reference on the payment.

**Failure to provide all of the above information may result in the transaction not being processed.**

**OR**

### Cheque enclosed

Payable to **CCLA Investment Management Limited – Payments Client Money Account**. We cannot accept cheques payable to your charity, the fund or cheques drawn by a third party.

## Section 3 Declaration

I/We have read, understood and retained the Key Investor Information Document in conjunction with the Prospectus.

### Authorised signature(s)

**This form must be signed in accordance with the current mandate.**

In particular, we acknowledge and agree that, until the end of the business day following the date of receipt of our money, it is possible that CCLA will not hold our money as client money and therefore it will not be segregated under the FCA's client money rules. In addition, we acknowledge and agree that, where we request to redeem our shares, it is possible that the redemption proceeds will not be held by CCLA as client money, and therefore will not be segregated under the FCA's client money rules, until the end of the business day following the day that CCLA receives our redemption proceeds from the depositary.

Authorised signature

Full name

Daytime telephone number

Date (dd/mm/yyyy)

Authorised signature

Full name

Daytime telephone number

Date (dd/mm/yyyy)

A contract note confirming the transaction will be sent to the main contact. Please help us keep our records up to date by notifying us immediately of any changes. A form is available on request for this purpose.

CCLA  
One Angel Lane  
London EC4R 3AB

**CCLA**  
BECAUSE GOOD IS BETTER

Freephone **0800 022 3505**  
**clientservices@ccla.co.uk**  
**www.ccla.co.uk**

CCLA Investment Management Limited (registered in England & Wales No. 2183088), whose registered address is: One Angel Lane, London EC4R 3AB, is authorised and regulated by the Financial Conduct Authority and is the Authorised Corporate Director of the Public Sector Deposit Fund. The Public Sector Deposit Fund is a UK short-term LVNAV Qualifying Money Market Fund.

Data Protection Legislation: CCLA is a data controller and will hold relevant personal details which have been supplied to the Authorised Corporate Director for the purposes of fulfilling its obligations to clients. Data will be stored by CCLA and treated as confidential. CCLA will not provide details to any other party except where necessary to fulfill the service obligations described, or where required by law. Full details of CCLA's Privacy Notice are available on CCLA's website. Full details of CCLA's Data Protection Policy are available on request.