

ARC TIME:FUNDS

 Commercial Freehold Fund

APPLICATION FORM

ISA

Authorised Corporate Director:
Alpha Real Capital LLP

Alpha

Investment Manager:

TIME
INVESTMENTS



NOTES TO APPLICANT

Applications for shares in the Commercial Freehold Fund for ISA classes may only be considered by investors via an authorised ISA manager. A list of ISA managers may be found at www.hmrc.gov.uk/isa/isa-manager.pdf. This investment into ISA share classes is available only for UK tax resident (and ordinarily resident in the UK for tax purposes) adults, aged 18 and over.

How to complete this form:

- Please ensure you have read and understood the Key Investor Information Document (KIID) and Prospectus for the Commercial Freehold Fund (the Fund). If you are unsure which share class to use, please refer to appendix A in the Prospectus.
- Please answer all questions in this form in black ink using BLOCK CAPITALS and mark relevant boxes with a tick (✓).
- Refer to the checklist below to ensure your application is complete before submitting.
- Applications for shares in the Commercial Freehold Fund for ISA share classes are only by investors via an authorised ISA manager.

Cheques and transfers

- Cheques should be made payable to 'TIME CFF'.
- Bankers' drafts or building society cheques must specifically mention the investor's name.
- CHAPS and BACS payments should be sent to the following account and please ensure you reference the investor's name. Please note, cheques can take up to eight business days to clear, BACS bank transfer three business days and CHAPS bank transfer one business day.

Sort code: 23-05-80 **Account number:** 16713821

Bank: Metro Bank PLC

Branch: 1 Southampton Row, London, WC1B 5HA

Account Name: TIME CFF

What happens next?

- We will confirm receipt of your application form and payment usually within two business days.
- Confirmation of shares purchased in the fund will normally be sent the next business day after the Dealing Day. If cleared funds are not received by settlement day by 5pm, three business days after Dealing Day, the shares will be cancelled.

Checklist


Before submitting the application form please confirm the following:

The investor has:



- Read and understood the Prospectus and KIID for your share class(es)
- Completed sections 1, 2, 3 and 4
- Read and signed the declaration in section 5
- Arranged payment via cheque or CHAPS / BACS using the correct payment reference – see 'Cheques and transfers' section to the left

The cut off point for subscriptions is 10am two business days prior to each dealing day, being each Wednesday (or where this is not a business day, the next business day) and the last business day of each month (if this is not a Wednesday).

Return your completed form and documents to:

 TIME Investments, 338 Euston Road, London NW1 3BG

Any questions?

 Please speak to your adviser or call the TIME Investments Client Services team on **0845 600 1213**
 or email: **enquiries@time-investments.com**

We can't give investment or tax advice, but we are happy to answer questions about the application process.

Calls may be recorded for training and monitoring purposes only.

APPLICATION FORM : PART 1 - FOR COMPLETION BY THE INVESTOR

1 Investor contact details (for ISA manager only)

Authorised ISA manager HMRC reference _____

Firm name _____

Contact Individual:

Title _____ Address _____

Forename(s) _____

Surname _____

Telephone _____ Postcode _____

Email _____ Country _____

Commercial Freehold Fund ISA classes are only intended for investors who are subscribing for shares via an authorised ISA manager.

By completing the section above I hereby acknowledge and declare that:

- (i) I am an ISA manager authorised by Her Majesty's Revenue and Customs;
- (ii) I confirm the named beneficial investor is aged 18 or over and they are resident and ordinarily resident in the UK for tax purposes; and
- (iii) I have complied with the requirements of the Money Laundering Regulations currently in force and have enclosed sufficient identity documents for the investor.

Signature of authorised individual _____ Date _____

2 ISA manager bank details

Please complete the bank details below for payment of distribution and redemptions. Payments will only be paid to a bank account held in the name of the Registered Holder of shares. Please note we do not make payments by cheque.

Bank/building society name _____

Account name _____

Account number _____

Sort code _____

APPLICATION FORM : PART 1 - FOR COMPLETION BY THE INVESTOR

3 Your investment details

Please indicate below how much you wish to subscribe into one of the following two share classes. Please refer to the relevant KIID and Prospectus for details of the share classes into which you are investing. Please note the minimum subscription is £1,000 or such lower amount solely with prior agreement of the Investment Manager.

ACCUMULATION	INCOME
Class ISA Accumulation shares	Class ISA Income shares
For UK tax resident adults only. Income distributions will automatically be reinvested without deducting withholding tax.	For UK tax resident adults only. Income distributions will be paid without deducting withholding tax.
£	£

4 Payment method

Please tick one of these two options:

I enclose a cheque drawn on a UK clearing bank or building society (which must specifically mention the investor’s name) for the subscription amount made payable to ‘TIME CFF’ with the completed application form;

OR

I will transfer the above funds via electronic funds transfer into the following account referenced with my name

Account Name: TIME CFF

Account Number: 16713821 Sort code: 23-05-80

SWIFT: MYMBGB2L IBAN: GB21MYMB23058016713821

Reference: Your name

Bank: Metro Bank Plc, 1 Southampton Row, London WC1B 5HA

APPLICATION FORM

5 Declarations

1. Due completion of the application form constitutes a declaration that the applicant:
 - (a) has received and read an up-to-date version of the KIID for the ISA share classes; and
 - (b) has read and agreed to the terms and conditions contained relating to the investment as summarised in the Prospectus and this application form and has taken all appropriate professional advice which the applicant considers necessary before submitting the application and that the applicant is aware of the risks involved in participating in an investment of this nature; and
 - (c) is sufficiently knowledgeable and experienced to understand the nature of and risks associated with an investment in the Fund; and
 - (d) represents and warrants that he/she has the financial ability to bear the economic risk of its investment in the Commercial Freehold Fund (including suffering a complete loss of the investment), has adequate means for providing for his/her current needs and possible contingencies, and that his/her investment in the Commercial Freehold Fund is not disproportionate to his/her net worth.
2. The applicant hereby declares that if payment is by a cheque, the cheque will be honoured on first presentation and that if such cheque is not honoured on first presentation, there is no obligation to re-present it, or if payment is electronic, that the account from which payment will be made has sufficient funds.
3. The applicant confirms that he/she is not relying on any information or representation in relation to the Commercial Freehold Fund other than that contained in the current KIID and Prospectus and agrees that neither Alpha Real Capital LLP nor any person responsible for the KIID and Prospectus or any part of it shall have any liability for any information or representation not so contained.
4. The applicant confirms that he/she has read the risk factors contained within the KIID and Prospectus and understands that he/she may have difficulty in redeeming the shares and also that redemptions may be deferred whereby the Commercial Freehold Fund receives redemptions on any given Dealing Day in excess of 10% of the Fund's net asset value or suspended, and that other restrictions may apply.
5. The applicant agrees and irrevocably undertakes to inform TIME Investments of any changes in his/her residence status for tax purposes including confirmation if the applicant ceases to be an ISA manager and to provide to TIME Investments upon request with such other information as TIME Investments may be required to provide to HM Revenue & Customs or other competent regulatory authority from time to time.
6. The applicant confirms:
 - (a) That shares will be subscribed for at the issue price on the first Dealing Day after the receipt by TIME Investments of this application form subject to cleared funds being received as set out above; and
 - (b) That subscription monies received from you prior to subscription into the Fund, and redemption proceeds received from the Fund will be held in a client money account by a Collection Agent authorised to hold client money and appointed by TIME Investments. Any interest received on cash held in the client money account will be retained by the Investment Manager and/or Collection Agent in accordance with the Prospectus.
7. The applicant agrees to the disclosure of personal data as described in the Prospectus.
8. The applicant accepts that TIME Investments may need to make appropriate checks with external agencies in order to satisfy Money Laundering Regulations. Those agencies may keep a record of these enquiries.

Signed on behalf of the beneficial holder of shares by the ISA manager

Name _____

Signature _____

Date _____



Contact

☎ 020 7391 4747
@ questions@time-investments.com
🌐 time-investments.com



TIME Investments
338 Euston Road
London NW1 3BG

Tel: 020 7391 4747
Fax: 020 7391 4770
Email: questions@time-investments.com
Web: time-investments.com

Important information

Important Notice: Issued by Alpha Real Capital LLP (Alpha) and TIME Investments (TIME). Alpha is authorised and regulated by the Financial Conduct Authority. Alpha is the Authorised Fund Manager of the Commercial Freehold Fund (the 'Fund') a sub fund of ARC TIME:Funds. Please note there is no guarantee that the Fund's investment objective will be achieved. The value of investments and the income from them may fall as well as rise as a result of fluctuations in market, currency or other factors and investors may not get back the original amount invested. Any past performance data cited is not a reliable indicator of future results. TIME may source data from third party data providers but accepts no responsibility or liability for the accuracy of data. This document does not constitute investment advice and potential investors are recommended to seek professional advice before investing.

Applications for shares in the Fund can only be made via an application form and after reviewing the Key Investor Information Document (KIID) and Prospectus and investors should carefully read the risk warnings contained within. All documentation is available on request. Alpha, is the person responsible for the information contained in the KIID, Prospectus and this application form. Specific Fund Information: under certain market conditions investors seeking to redeem their holdings may experience significant restrictions or delays. Fund Status: the Commercial Freehold Fund is a sub-fund of ARC TIME:Funds and a non-UCITS Retail Scheme within the meaning of the Financial Services and Markets Act 2000 (FSMA). November 2017.