

# ARC TIME: FEEDER TRUSTS

## TIME:Freehold Feeder Trust

A long income trust investing in residential ground rents.

### APPLICATION FORM

UK Retail / Platform / Offshore

# NOTES TO APPLICANT

## IMPORTANT INFORMATION:

Applications for units in Freehold Income Authorised Feeder Trust may only be considered by investors who have sought and received advice from a Financial Adviser or similar intermediary, are a professional client or otherwise at the discretion of the authorised fund manager

Unless you are a professional client, the authorised fund manager of Freehold Income Authorised Feeder Trust requires you to receive advice on this investment and application from a Financial Adviser.

- **Before you sign this Freehold Income Authorised Feeder Trust Application Form:** you should read the up-to-date version of the Key Investor Information Document (KIID) for your chosen unit class. For your information, we recommend you review the information contained in the current Prospectus
- **Investors should seek tax advice, however, SIPPs and other pension funds may not be able to reclaim the 20% corporation tax payable on Freehold Income Authorised Feeder Trust's net distributions. Therefore investment direct into the gross share classes of Freehold Income Authorised Fund ("FIAF") may be more suitable.**
- If you have any questions or would like a copy of the Prospectus, most recent Annual or Half Year Reports, monthly factsheets or additional Application Forms, please contact your Financial Adviser or TIME Investments
- If you have agreed with your Financial Adviser for them to receive an initial fee for advising you on this investment, please complete section 4b
- Your application will be processed by TIME Investments, which acts as a delegate of the Authorised Fund Manager in this respect rather than for the investors, so investors and their advisers should note that TIME Investments will not be responsible to the investors for providing the protections afforded to clients of TIME Investments or advising them on their investment in the Trust.

Before you invest:

- If you are unsure whether this investment is suitable for your needs, please consult your Financial Adviser
- If you are resident in the USA, Australia, Canada, Japan, Republic of Ireland or RSA; in order to comply with local law, we are unable to accept your investment

## THIS APPLICATION FORM HAS SIX SECTIONS TO COMPLETE:

1. About the Investor (for Individuals only)
2. About the Investor (for non-Individuals only)
3. Investor Bank Details
4. About the Financial Adviser
5. Your investment details
6. Declarations

## HOW TO COMPLETE THE APPLICATION FORM:

- Please read the Prospectus for the Fund
- Please complete all relevant sections of the Application Form in full BLOCK CAPITALS and in blue or black ink
- Please make sure you have signed the declaration in section 6
- Please return this form, your payment and your identity verification documentation by no later than 10am on the Business Day two days prior to each Dealing Day (please see page 7 for details of the required documentation) to: TIME Investments, 338 Euston Road, London, NW1 3BG

## WHAT HAPPENS NEXT?

- We will send you and your Financial Adviser an acknowledgement letter confirming receipt of your Application Form usually within 48 business hours of receipt
- We will send you a contract note confirming the units you have purchased the next business day after the Dealing Day. If cleared funds are not received by settlement day by 5pm, on the third business day after Dealing Day, the units will be cancelled

## ANY QUESTIONS?

Please speak to your Financial Adviser in the first instance or contact our Client Services Team on 0345 600 1213 or email: [enquiries@time-investments.com](mailto:enquiries@time-investments.com)

**Please note, the dilution levy and the rate that is applied to new subscriptions is reviewed at every dealing day. For the current levy applied please see the most recent factsheet.**

# FOR COMPLETION BY INVESTOR

## 1. About the Investor (for Individuals only)

Please complete details for each subscribing individual and sign section 6a of this Application Form.

### Investor 1

Title \_\_\_\_\_

Forename(s) \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_ Country \_\_\_\_\_

Date of birth \_\_\_\_\_

National Insurance /Taxpayer Identification Number \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

### Investor 2 (if applicable)

Title \_\_\_\_\_

Forename(s) \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_ Country \_\_\_\_\_

Date of birth \_\_\_\_\_

National Insurance /Taxpayer Identification Number \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

## 2. About the Investor (for non-Individuals only)

The section below is to be completed by those investors who are not an individual, such as a pension scheme, company or a trust and sign section 6b of this Application Form.

Contact name \_\_\_\_\_

Name of Registered Holder \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

Country \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Name of beneficial owner \_\_\_\_\_

Companies House Registration Number  
(mandatory for UK companies) \_\_\_\_\_

If you would like to receive general correspondence and updates via email rather than by post please tick this box

## 3. Investor Bank Details

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

Bank/Building Society Name \_\_\_\_\_

Account Name \_\_\_\_\_

Account Number \_\_\_\_\_

Sort Code \_\_\_\_\_

IBAN# \_\_\_\_\_

Swift# \_\_\_\_\_

# Where the bank is not in the UK

# FOR COMPLETION BY ADVISER

## 4a. About the Financial Adviser

FCA Number \_\_\_\_\_ Firm name \_\_\_\_\_

### Authorised Individual:

Title \_\_\_\_\_ First Name \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_ Email \_\_\_\_\_

If you would like to receive general correspondence and newsletters via email rather than by post please tick this box

**Freehold Income Authorised Feeder Trust is only intended for investors who have sought and received advice from an authorised Financial Adviser, unless the investor is a professional client or as otherwise determined at the sole discretion of the authorised fund manager.**

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

- (i) I am authorised and regulated by the Financial Conduct Authority (or equivalent body in an EU member state) to advise on and transact in investments in the UK or the EU; and
- (ii) I confirm that I have discussed the investment in Freehold Income Authorised Feeder Trust with the named Investor, including both the risks and benefits associated with such investment and am satisfied as to its suitability/appropriateness (as applicable) for the Investor's investment objectives; 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; and
- (iv) I have read the TIME privacy policy at <https://time-investments.com/privacy-policy/> (hard copy available upon request) and understand that TIME will use any personal information provided in this Application Form and any supplemental information provided to TIME or which TIME acquires about me for the purposes of portfolio management, providing services related to investments that I am involved with, analysing the suitability of TIME's products and services, engaging with me (for example for direct marketing or other business development purposes), undertaking know-your-client checks and complying with anti-money laundering requirements, tax regulations and other legal requirements. I understand that my personal information may be shared with third parties as set out in the TIME Privacy Policy, including associates of TIME, such as Financial Clarity, who provide details on advisers who have written business in our funds and in other similar property funds. I also understand that I have certain rights in respect of how TIME will use my personal information, as set out in the TIME Privacy Policy.

**Please note, the dilution levy and the rate that is applied to new subscriptions is reviewed at every dealing day. For the current levy applied please see the most recent factsheet.**

Authorised Individual's signature \_\_\_\_\_ Date \_\_\_\_\_

## 4b. Adviser Fees

The Financial Adviser has agreed with the Investor an Initial Financial Adviser Fee of \_\_\_\_\_% of the subscription amount to be deducted from the subscription amount before investment.

Please ensure that the percentage or amounts stated are inclusive of VAT if applicable.

If applicable, please provide details of your bank account so that any Initial Adviser Fees can be paid to you via BACS.

Please note we do not make payment by cheque.

Bank/Building Society Name \_\_\_\_\_ Sort Code \_\_\_\_\_

Account Name \_\_\_\_\_ IBAN# \_\_\_\_\_

Account Number \_\_\_\_\_ Swift# \_\_\_\_\_

# Where the bank is not in the UK

#### 4c. Verification of identity confirmation

You can use this section to provide verification of identity for private individuals. If you do not complete this section you will need to supply a copy of your firm's IVC or certified copies of the investor's identity documents - please see section 4d below.

##### Confirmation by Adviser

I/We confirm that:

a) The information in section 1 or 2 of this application form was obtained by me/us in relation to the investor(s)

and

b) The evidence I/we have obtained to verify the identity of the investor(s) meets the standard set out within the guidance for the UK Financial Services Sector issued by JMLSG

Signature of Adviser

Name

Position

Date

#### 4d. Identity verification

Only one of the following five sets of documentation is required:

1. Financial Advisers can provide their own IVC for UK and including EU Regulated Intermediaries in the Retail Sector. A separate certificate must be completed for each applicant.

##### 2. Individual Investors

- Certified true copy of your passport or driving licence; AND
- Certified true copy of a recent (less than three months old) utility bill. This can't be a mobile phone bill.

##### 3. Unregulated Company

- Any of the following documents:
  - a) Certificate of Incorporation or equivalent (certified true copy); OR
  - b) Memorandum and Articles of Association (certified true copy); OR
  - c) Most recent Annual Accounts from Companies House.

AND

- Register of Directors and Officers (certified true copy); AND
- Explanation of link between shareholders and beneficial owners, if different parties and individuals; AND
- Authorised Signatory List (certified true copy), AND
- Confirmation that shares shall be owned beneficially by the Company or if a nominee, confirmation of legal title only.

##### 4. Regulated Company

- Most recent Annual Audited Accounts OR Annual Return from Companies House; AND
- Authorised Signatory List.

##### 5. Trusts

- Trust Deed (certified true copy); AND
- Authorised Signatory List (if applicable) (certified true copy);

AND

- Certified true copy of a passport and utility bill (certified true copy, less than three months old and not a mobile phone bill) for:
  - each trustee; AND
  - all beneficial owners with an interest of 25% or more in the Trust

**NB: Please ensure that documents are certified in accordance with the following certification policy:**

1. a member of the judiciary, a senior civil servant, or a serving police or customs officer;
2. an officer of an embassy, consulate or high commission of the country or territory of issue of documentary evidence of identity;
3. a lawyer or notary public who is a member of a recognised professional body;
4. an actuary who is a member of a recognised professional body;
5. an accountant who is a member of a recognised professional body;
6. a member of the Institute of Chartered Secretaries and Administrators.

## 5. Your investment details

Please indicate below how much you wish to subscribe into one of the following four unit classes. UK investors may only invest in the first two. Please refer to the latest KIID and Prospectus for details on the Unit Class into which you are investing. Please note the minimum subscription is £5,000.

<b>UK Investors can only subscribe for the following two unit classes I and J. These unit classes are Retail Distribution Review (RDR) compliant, with no commission payable to Financial Advisers.</b>	
ACCUMULATION	INCOME
<b>Class I Net Accumulation Units</b>	<b>Class J Net Income Units</b>
Units in respect of which net income is automatically reinvested.	Units in respect of which net income is distributed.
£	£

<b>New applications for these unit classes are only open to non-UK Financial Advisers with non-UK Investors. Financial Advisers may be eligible for Initial and Trail commission.</b>	
ACCUMULATION	INCOME
<b>Class K Net Accumulation Units</b>	<b>Class L Net Income Units</b>
Units in respect of which net income is automatically reinvested.	Units in respect of which net income is distributed.
£	£

*Investors should seek tax advice, however, SIPPs and other pension funds may not be able to reclaim the 20% corporation tax payable on Freehold Income Authorised Feeder Trust net distributions. Therefore investment direct into the gross share classes of Freehold Income Authorised Fund may be more suitable.*

Please tick one of these two options:

I am subscribing by cheque drawn on a UK clearing bank or building society for the subscription amount made payable to 'TIME FIAF'. Please note, cheques can take up to two business days to clear.

OR

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

**Account Name:** MAINSPRING NOMINEES

**Account Number:** 00649997

**Sortcode:** 16-01-09

**SWIFT:** RBOSGB2L

**IBAN:** GB54RBOS16010900649997

**Reference:** Your name

**Bank:** Royal Bank of Scotland, Premier Place, Devonshire Square, London EC2M 4XB

## 6. Declarations

- Due completion of the Application Form constitutes a declaration that the applicant:
  - has received and read an up-to-date version of the KIID for the chosen Unit Class; and
  - 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
  - is sufficiently knowledgeable and experienced to understand the nature of and risks associated with an investment in Freehold Income Authorised Feeder Trust; and
  - represents and warrants that he/she has the financial ability to bear the economic risk of its investment in Freehold Income Authorised Feeder Trust for the term of Freehold Income Authorised Feeder Trust (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 Freehold Income Authorised Feeder Trust is not disproportionate to his/her net worth.
  - acknowledges that by submitting its Application Form it will not become a client of TIME Investments, which acts as a delegate of the Authorised Fund Manager in processing Application Forms and will not be responsible to any investor for providing the protections afforded to clients of TIME Investments or advising them on their investment in the Fund.
- 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.
- The applicant confirms that he/she is not relying on any information or representation in relation to Freehold Income Authorised Feeder Trust 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.
- 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 Units and also that redemptions may be deferred whereby Freehold Income Authorised Feeder Trust receives redemptions on any given Dealing Day in excess of 10% of Freehold Income Authorised Feeder Trust's Net Asset Value or suspended, and that other restrictions may apply.
- The applicant confirms that:
  - Units 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
  - monies will be held by Reyker Securities Plc in a client money account. Any interest received will be retained by Reyker Securities Plc and the Investment Manager.
- The applicant has read the TIME Investments privacy policy at <https://time-investments.com/privacy-policy/> (hard copy available upon request) and understands that TIME Investments will use any personal information provided in this Application Form and any supplemental information provided in connection with their investment for the purposes of administering their investments, providing services related to their investments, analysing the suitability of TIME Investment's products and services, undertaking know-your-client checks and complying with anti-money laundering requirements, tax regulations and other legal requirements. The applicant understands that their personal information may be shared with third parties as set out in the TIME Investments Privacy Policy, including associates of TIME Investments. The applicant also understands that they have certain rights in respect of how TIME Investments will use their personal information, as set out in the TIME Investments Privacy Policy.
- The applicant represents and warrants that (a) if it is a company, partnership, trust or other entity it is duly authorised and qualified to become an Investor in the Fund and the individual or individuals signing this Application Form on its behalf have been duly authorised by it to do so; or (b) if it is an individual, it has reached the age of majority under the laws of its country of nationality or domicile and, in the case of both a corporation, partnership, trust or other entity and an individual, this application is, and is upon acceptance by TIME Investments, the application will be legal, valid and binding obligation, enforceable against the applicant in accordance with the terms of the Prospectus.
- 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.
- If the applicant is more than one person, the obligations of the applicants shall be joint and several and the representatives, warranties, agreements and acknowledgements herein shall be deemed made by and be binding on each joint applicant.

### 6a Signed for and on behalf of an individual Investor

Name \_\_\_\_\_

Signature of Individual Investor 1 \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Signature of Individual Investor 2 \_\_\_\_\_

Date \_\_\_\_\_

### 6b Signed for and on behalf of the Registered Holder

Director/Trustee Name \_\_\_\_\_

Director/Trustee Signature \_\_\_\_\_

Date \_\_\_\_\_

Director/Trustee Name \_\_\_\_\_

Director/Trustee Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please note, the dilution levy and the rate that is applied to new subscriptions is reviewed at every dealing day. For the current levy applied please see the most recent factsheet.**

## 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 ARC TIME Freehold Income Authorised Feeder Trust ('the Trust') a sub fund of ARC TIME:Feeder Trusts. Please note there is no guarantee that the investment objective of the Trust or the Fund 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. Alpha 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 units in the Trust 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 responsible for the information contained in the KIID, Prospectus and this application form. Specific Trust Information: The Trust's objective is to solely hold and acquire shares in ARC TIME Freehold Income Authorised Fund (the 'Fund'), a sub-fund of ARC TIME:Funds; under certain market conditions investors seeking to redeem their holdings may experience significant restrictions or delays. Trust Status: ARC TIME Freehold Income Authorised Feeder Trust is a sub-fund of ARC TIME:Feeder Trusts and a non- UCITS Retail Scheme within the meaning of the Financial Services and Markets Act 2000 ('FSMA'). April 2021.

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TIME Investments  
338 Euston Road, London NW1 3BG  
T: 020 7391 4747 F: 020 7391 4770  
questions@time-investments.com  
time-investments.com

**Alpha**

Authorised Corporate Director:  
Alpha Real Capital LLP

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