Wrap and Fundzone Indemnity Form

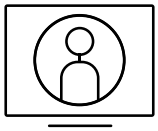
Who is this form for?

Please complete this form if you are the executor or administrator of a deceased account holder's estate and do not intend to apply for Grant of Probate or Letter of Confirmation. Executors and administrators are the persons who are legally entitled to administer a deceased's estate. Please note that we may refuse to accept your instructions in respect of the estate without having been provided with Grant of Probate or Letter of Confirmation.

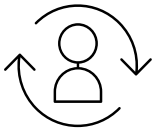
If you need any help completing this form, please contact our Client Engagement Hub on 0345 279 1001 or our Fundzone Team on 0345 279 2002. (Call charges will vary). Please note that we cannot provide any legal, financial or tax advice. If you are in any doubt whether to complete this form, we recommend contacting a professional adviser.

Where we refer to 'Aberdeen' or 'we' in this form, we mean Aberdeen Platform Limited which is a member of the Aberdeen Group. Aberdeen Platform Limited is the provider of the Fundzone and the wrap platform.

How do I fill out this form?

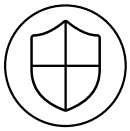


01
Account details



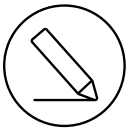
02
Executor(s)/ Administrator(s)

03
Debts



04
Data Protection Notice

05
Money Laundering



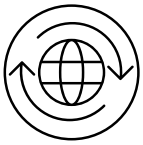
06
Signatures

- [ ] Fill out all parts.
- [ ] Once the form is filled out send it back to us or ask your financial adviser to upload it to the platform.

How do I return the form?

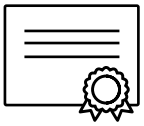
This form can be returned to us electronically or via post.

See what documents require certification and who can certify them **here**.



Request Centre

Advisers can upload to the Request Centre. To get started, select 'Upload documents' and search for 'Notify Aberdeen of a death'. We instantly route your request to the right place and upload it directly to the client account.



By post

Aberdeen Client Servicing,
Sunderland, SR43 4EE

Part 1 – Account details	
Full name of account holder	
Account number	

Part 2 – Executor(s)/Administrator(s)	
Title (Mr/Mrs/Miss/Ms/ Other e.g Dr/Rev)	
Date of birth (DD/MM/YYYY)	
Surname	
First name(s) (In full)	
Relationship to deceased	
Address	
House number or name	
Street	
City/Town	
Postcode	
Phone number	
Email address	

If there are more Executor(s)/Administrator(s) please provide details on a separate page.

Part 2 – Executor(s)/Administrator(s) – continued	
Title (Mr/Mrs/Miss/Ms/ Other e.g Dr/Rev)	
Date of birth (DD/MM/YYYY)	
Surname	
First name(s) (In full)	
Relationship to deceased	
Address	
House number or name	
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Postcode	
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Part 2 – Executor(s)/Administrator(s) - continued

Title (Mr/Mrs/Miss/Ms/ Other e.g Dr/Rev)	
Date of birth (DD/MM/YYYY)	
Surname	
First name(s) (In full)	
Relationship to deceased	
Address	
House number or name	
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City/Town	
Postcode	
Phone number	
Email address	

Part 3 - Debts

Do the debts and liabilities of the account holder's estate exceed the assets of the estate?	☐ Yes	☐ No
Did the account holder leave a Will? If a will was left, please provide the original or a certified copy of the Will (every page needs to be certified). We will return originals to you. Certified copies can be returned upon request.	☐ Yes	☐ No

Part 4 – Data Protection Notice

We will collect and use personal information about you and any other named individual in this form, such as your name and date of birth.

For more information on how we process your personal information and what your rights are, please read our Privacy Notice at **aberdeenplc.com/wrap-customer/privacy-notice** or write to the Data Protection Officer at Aberdeen, 1 George Street, Edinburgh, EH2 2LL or email **DPOffice@aberdeenplc.com**

All parties named on this form have a right to know that Aberdeen holds personal data about them and what purposes it will be used for. Please give them an opportunity to read this notice.

Part 5 - Money Laundering

To comply with the money laundering regulations, we may verify your identity by carrying out an online check with a reference agency. Where an online check is carried out, the agency will verify your identity against public records and it will also check whether you have a credit history (but it will not disclose any information about your actual borrowings). The agency will add a note to show that an identity check was made to your credit file, but this information will not be available to any third parties. We regret that we cannot offer an alternative unless the online check does not confirm your identity, in which case we will carry out a manual check.

Part 6 – Declaration to be signed by all Executor(s)/Administrator(s)

By signing the form below, we/I confirm that

- we are/I am the executor(s)/administrator(s) of the account holder's estate and confirm that we are/I am not aware of any other person entitled to administer the estate;
- we/I have not applied for Grant of Probate/Letter of Administration/Confirmation and are not aware of anyone else applying for one;
- we/I understand that Aberdeen has agreed to accept our/my instructions in respect of the account holder's account without having been provided with Grant of Probate/Letter of Administration/Confirmation;
- we/I understand that we/I will be responsible for any losses Aberdeen incurs up to the value of the account holder's account as a result of acting on our/my instructions or any details provided or confirmed in this form being incorrect.

Date (DD/MM/YYYY)		
Signed by the said Executor/ Administrator (Full name)		
Signature	✗	**Signature(s) required**
in the presence of: Witness (Full name)		
Witness signature	✗	**Signature(s) required**

Witness Address

House number or name	
Street	
City/Town	
Postcode	

Part 6 – Declaration to be signed by all Executor(s)/Administrator(s) - continued			
Signed by the said Executor/ Administrator (Full name)			
Signature	✗		**Signature(s) required**
in the presence of: Witness (Full name)			
Witness signature	✗		**Signature(s) required**
Witness Address			
House number or name			
Street			
City/Town			
Postcode			
Signed by the said Executor/ Administrator (Full name)			
Signature	✗		**Signature(s) required**
in the presence of: Witness (Full name)			
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Witness Address			
House number or name			
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Postcode			

Part 6 – Declaration to be signed by all Executor(s)/Administrator(s) - continued

Signed by the said Executor/ Administrator (Full name)			
Signature	✗		**Signature(s) required**
in the presence of: Witness (Full name)			
Witness signature	✗		**Signature(s) required**

Witness Address

House number or name	
Street	
City/Town	
Postcode	

For more information visit aberdeenplc.com

Issued by a member of Aberdeen Group, which comprises Aberdeen Group plc and its subsidiaries.

Aberdeen Platform Limited, provider of the Wrap and Funzone platforms, is registered in Scotland (SC180203) at 1 George Street, Edinburgh EH2 2LL and authorised and regulated by the Financial Conduct Authority.

Aberdeen Platform Limited is part of the Aberdeen Group, which comprises Aberdeen Group plc and its subsidiaries.

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