

This form should be completed by any Third party (IFA/Guardian) who operates an account on behalf of a EQi customer to update their personal/regulatory details.

How to complete the form:

- If you are acting in a personal capacity please complete Sections A, B, C & E
- If you are an IFA or any non-personal entity, acting on behalf of a customer, please complete Sections A, D & E
- Please list all the account names and numbers to which you are a party.

If you have any questions about this form, please call the Customer Experience Centre on 0345 0700 720.

Section A: Accour	nt Detail	S				
Name of account						
Account number(s)						
Section B: Person	al Detail	S				
Title	Mr	Mrs	Miss	Ms	Other	
Full name						
Date of birth						
Telephone number	Day	Month Year				
Email address						
Country and town of birth						
Mother's maiden name						
Postal address						
Section C: Nation	ality Det	tails				
Nationality details:						

Please disclose your nationality details, by completing the country of each (up to three) in the boxes below.

Primary nationality details:

If you have **sole UK nationality**, please provide your National Insurance number and continue to Section D.

For all other customers, you will need to establish your primary nationality and complete the relevant National Identifier & national ID Code in the box below, according to the instructions in the Appendix (at the end of the form) or using www.nationalitycalculator.co.uk.

<u>uk.</u>

Tick if unable

National Identifier

National ID

to provide

First priority

Second priority



Section D: IFA's/Non-Personal Third Parties only

Firm's name			
Postal address			
Legal entity identifier (LEI)			
If you require any information regarding LEIs please visit <u>www.lseg.com</u>	n/LEI		
If you are a Financial Advisor, please indicate below whether you are a Non-Discretionary Manager	acting as a Discretionary	/ Manager or	as a
Discretionary Manager No	n Discretionary Manage	er	
Section E: Declaration			
I declare that this form has been completed to the best of my knowled changes in my circumstances.	ge and belief, and I will	promptly infor	m EQi of any
Sign the form			
To sign this form you may provide an electronic signature. You can do t which is a free of charge service.	his via your Adobe Acrol	bat Reader D	C, or Docusign
Instructions to create an electronic signature are as follows:			
1. On Adobe open the file, or on Docusign upload the file			
2. In the editor, select sign and draw your signature. Then place your si	gnature in the signed bo	ox below	
3. Save the document and follow the return instruction below.			
Please note, we cannot accept a typed or written name in the box beli document.	ow. Alternatively, you mo	ay print and si	gn the
Signed	Date		
	Day	Month	Year

To return your form, please send to forms@eqi.co.uk, this and all related documents must be received from the registered email on your EQi account. Forms received from an unregistered email account will not be actioned, to assist with this please login to your account and ensure all contact details are correct or ask the account holder to submit on your behalf.

Alternatively you can post the form to: EQi, PO Box 4923, Worthing, BN99 6SF



Appendix: National Identifier Instructions

Below, you will find a table that lists the countries of the European Economic Area (EEA), including a section for any non-EEA countries, and details of each country's requested National Identifier. Following the instructions and using the information provided in the table, please establish your **primary nationality** & complete the relevant **National Identifier** number in Section C. Alternatively you can refer to www.nationalitycalculator.co.uk.

You are not required to complete the National Identifier details in Section C if you are a UK national only.

Using the table

1. Establishing your primary nationality

Referring to the table below and the **country column**, whichever of your nationalities is listed **highest** will be your primary nationality. (Please note, the countries are ordered alphabetically according to the National ID Code). **E.g.if you are a national of the United Kingdom and Spain, as Spain is listed higher than the UK in the country column list, your primary nationality will be Spain.**

2. Identifying your National Identifier

Once you have established your **primary nationality**, you must provide us with the relevant **National Identifier** details as requested in the table, in the order of priority as indicated in each field. Please refer to the country specific instructions in the table for further guidance. *E.g. using the same example as above, if your country of primary nationality is Spain, you will need to complete your Spanish Tax Identification Number & the National ID Code (ES1) in Section C.*

Please note:

- If you are unable to provide a National Identifier number as requested, please complete the National ID Code(s) & tick the box in Section F to confirm that you are unable to provide the details.
- You only need to provide one National Identifier in the order of priority listed in each field. E.g. if you have established that your country of primary nationality is Czech Republic, you should only provide us with your Czech Republic National Passport Number if you are unable to provide your national identification number in the first instance and tick to confirm you are unable to provide the first priority National Identifier.
- *If you have established your primary nationality as one of the following countries, Estonia, Spain, Iceland, Italy, Malta or Poland and you are unable to provide a National Identifier as requested, trading rules will prevent us from accepting your instruction to trade or transfer.

Please contact the Customer Experience Centre if you have any questions regarding this table and/or completing the relevant details in Section C.

Country	National Identifier	National ID Code	Country specific instructions for completing Section C	
Austria	No additional data required	AT1	Leave the National Identifier & National ID Code boxes blank.	
Belgium	Belgian National Number (Numéro de register national – Rijksregisternummer)	BE1		
Bulgaria	Bulgarian Personal Number	BG1	Enter the requested National Identifier and National ID Code details, or tick to confirm if you do not have this.	
Cyprus	National Passport Number	CY1		
Czech Republic	First Priority: National Identification Number (Rodné číslo)	071	Enter the National Identifier & National ID Code details in the order of priority indicated. If you are unable to provide	
	Second Priority: National Passport Number	CZ1	the first priority, tick to confirm this and complete the second priority details, or tick to confirm you do not have it.	
Germany	No additional data required	DE1	Leave the National Identifier & National ID Code boxes blank.	



Country	National Identifier	National	Country specific instructions for	
Country	National Identifier	ID Code	completing Section C	
Denmark	Personal Identity Code	DK1		
*Estonia	Estonian Personal Identification Code (Isikukood)	EE1	Enter the requested National Identifier	
*Spain	Tax Identification Number (Código de identificación fiscal)	ES1	and National ID Code details, or tick to confirm if you do not have it.	
Finland	Personal Identity Code	FI1		
France	No additional data required	FR1	Leave the National Identifier & National ID Code boxes blank.	
United Kingdom	UK National Insurance Number	GB1		
Greece	10 DSS Digit Investor Share	GR1	Enter the requested National Identifier and National ID Code details, or tick to confirm if you do not have this.	
Croatia	Personal Identification Number (OIB – Osobni identifikacijski broj)	HR1		
Hungary	No additional data required	HU1	Leave the National Identifier & National	
Ireland	No additional data required	IR1	ID Code boxes blank.	
*Iceland	Personal Identity Code	IS1	Enter the requested National Identifier and National ID Code details, or tick to confirm if you do not have this.	
*Italy	Fiscal code (Codice Fiscale)	IT1		
	First Priority: Personal code (Asmens Kodas)	LI1		
Liechtenstein	Second Priority: National Passport Number	LI2	Enter the National Identifier & National ID Code details in the order of priority indicated. If you are unable to provide the first priority, tick to confirm this and complete the second priority details, or tick to confirm you do not have it.	
Lithuania -	First Priority: Personal code (Asmens Kodas)	LT1		
	Second Priority: National Passport Number	LT2		
Luxembourg	No additional data required	LU1	Leave the National Identifier & National ID Code boxes blank.	
Latvia	Personal Code (Personas Kods)	LV1	Enter the requested National Identifier and National ID Code details, or tick to confirm if you do not have this.	



Country	National Identifier	National ID Code	Country specific instructions for completing Section C		
***	First Priority: National Identification Number	MT1	Enter the National Identifier & National ID Code details in the order of priority indicated. If you are unable to provide		
*Malta	Second Priority: National Passport Number	MT2			
Netherlands	First Priority: National Passport Number	NL1	the first priority, tick to confirm this and complete the second priority details, o tick to confirm you do not have it.		
	Second Priority: National Identity Card Number	NL2			
Norway	11 digit Personal ID (Foedselsnummer)	NO1	Enter the requested National Identifier & National ID Code details, or tick to confirm if you do not have this.		
*Poland	First Priority: National Identification Number (PESEL)	PL1			
Polana	Second Priority: Tax Number (Number Identyfikacji podatkowej)	PL2	Enter the National Identifier & National ID Code in the order of priority indicate If you are unable to provide the first priority, tick to confirm this and comple the second priority details, or tick to confirm you do not have it.		
Portugal	First Priority: Tax Number (Número de Identificação Fiscal)	PT1			
	Second Priority: National Passport Number	PT2			
Romania	First Priority: National Identification Number (Cod Numeric Personal)	RO1			
	Second Priority: National Passport Number	RO2			
Sweden	Personal Identity Number	SE1	Enter the requested National Identifie and National ID Code details or tick to confirm if you do not have this.		
Slovenia	Personal Identification Number (EMŠO: Enotna Matična Številka Občana)	SL1			
Slovakia	First Priority: Personal Number (Rodné číslo)	SK1	Enter the National Identifier details in the order of priority indicated. If you are unable to provide the first priority, tick to		
	Second Priority: National Passport Number	SK2	confirm this and complete the second priority details, or tick to confirm you d not have it.		
All other Countries (including Crown Dependencies such as Jersey, Guernsey, Isle of Man etc)	National Passport Number	XX1	Enter the requested National Identifier and National ID Code or tick to confirm you do not have it. If you are a national of more than one non-EEA country, please refer to www.nationalitycalculator.co.uk or contact our Customer Experience Centre to assist in establishing your primary nationality.		