

## **Affirmative Deposit Fund for Charities application form**

Please read the terms and conditions before completing the application

### **Epworth Investment Management Limited**

Epworth Investment Management Limited (Epworth) is incorporated in England & Wales, registered number 3052894 and is authorised and regulated by the Financial Services Authority (FSA).

The information on this Site is approved for issue by Epworth. This Site provides information only about Epworth and the Affirmative Funds for Charities. Epworth is not providing investment advice through this Site (or in any other information about the funds) and charities should (where appropriate) obtain their own investment advice when making investment decisions. Charities based outside Great Britain and Northern Ireland are not entitled to invest in the funds.

Epworth uses all reasonable efforts to ensure that the information on this Site is accurate and up to date. However, no warranty is made to the accuracy, suitability or completeness of any such information and Epworth hereby excludes any liability arising from the use of this Site or its content, however this may arise, for loss (whether direct or consequential), damage, costs or expenses of any nature.

### **The Affirmative Deposit Fund for Charities**

The Affirmative Deposit Fund for Charities (Charity no 1115887) is a common deposit fund established under section 25 of the Charities Act 1993. In establishing the Fund, the Charity Commission is able to provide a legal vehicle for depositing charities. However, the Charity Commission does not promote the Fund as a suitable or safe deposit-taking scheme for charities generally, nor does the Charity Commission suggest that the Fund is risk free.

HSBC Bank plc is the Corporate Trustee and Epworth has been appointed as Manager of the Funds. The Affirmative Deposit Fund for Charities Scheme

Before investing in the Affirmative Deposit Fund for Charities you should carefully read the Affirmative Deposit Fund for Charities Scheme. This document is available to download [here](#).

### **Risk Warning**

The Trustee and the Fund Manager of the Deposit Fund undertake to use due skill, care and diligence in carrying out their duties under the Affirmative Deposit Fund for Charities Scheme, but whilst complying with this undertaking in relation to the investment of the Fund, they cannot give guarantees regarding the repayment of deposits.

The Affirmative Deposit Fund for Charities is exempt from the Financial Services and Markets Act 2000 and depositing charities are not eligible for the Statutory Investors Compensation Scheme or the services of the Financial Services Ombudsman. The Fund Manager is however authorised and regulated by the Financial Services Authority.

The daily interest distribution rate is no guarantee of future returns.

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 Tel 020 7496 3636 Fax 020 7496 3637  
 Email admin@epworthinvestment.co.uk  
 Web www.epworthinvestment.co.uk

## The Affirmative Deposit Fund for Charities application form

Can be completed on-screen and/or by hand. Please complete in BLOCK CAPITALS

<b>Charity name</b>	<input style="width: 100%;" type="text"/>																						
Charity Commission reg. no. / Inland revenue ref.	<input style="width: 25%;" type="text"/>	Sub-title of account (if any)	<input style="width: 25%;" type="text"/>																				
<b>Deposit</b>																							
We enclose a cheque drawn on UK Bank or Building Society to "HSBC as Trustee of the Affirmative Deposit Fund for Charities" for £ <input style="width: 20%;" type="text"/>																							
<b>Withdrawals</b>																							
Please pay all withdrawal proceeds to our charity's bank account (shown below): Please attach a copy of your bank paying in slip for security purposes																							
Sort code	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>																				
Account no.	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>																				
Bank Name & Branch	<input style="width: 100%;" type="text"/>																						
Account name	<input style="width: 100%;" type="text"/>																						
<b>Authorised Correspondent</b>																							
We hereby appoint the person mentioned below as the Authorised Correspondent of the Account. We understand that the Manager will act on the instructions of the single signature of the Authorised Correspondent (or a duly Authorised Alternate) as money is only remitted in the Charity's name and not to third parties. We hereby undertake to inform you of any change in the Authorised Correspondent (or a duly Authorised Alternate).																							
Title	<input style="width: 50px;" type="text"/>	First name	<input style="width: 150px;" type="text"/>																				
		Surname	<input style="width: 300px;" type="text"/>																				
Address	<input style="width: 100%;" type="text"/>																						
	Postcode																						
	<input style="width: 100%;" type="text"/>																						
Daytime telephone	<input style="width: 150px;" type="text"/>	E-mail Address	<input style="width: 300px;" type="text"/>																				
<b>Authorised Signatories</b>																							
Signature of Authorised Correspondent	<input style="width: 250px;" type="text"/>	Date	<input style="width: 150px;" type="text"/>																				
Authorised Alternate Signature	<input style="width: 250px;" type="text"/>	Name	<input style="width: 150px;" type="text"/>																				
<b>Application Verification</b>																							
As Trustees for the above named charity, we certify that this charity is a charity within the meaning of S.96 Charities Act 1993 (which includes Churches) and is eligible to participate in the Fund and we hereby accept and agree to be bound by the terms and conditions of the provisions of the Brochure, Scheme and Scheme Regulations. We certify that the charity for which this application is made is a charity the income of which is applied for charitable purposes only. We also undertake to notify the Manager in the event that this organisation ceases to be charitable. Signed for and on behalf of the above named charity.																							
Signature (1)*	<input style="width: 300px;" type="text"/>	Name	<input style="width: 300px;" type="text"/>																				
Signature (2)	<input style="width: 300px;" type="text"/>	Name	<input style="width: 300px;" type="text"/>																				
Signature (3)	<input style="width: 300px;" type="text"/>	Name	<input style="width: 300px;" type="text"/>																				
*The number of Trustees/Authorised Officer signatures required depends on your charity's procedure. Trustees may be required to provide proof of identity.																							
<b>Additional services</b>																							
We would like to request the following (See over for details)    Online Account Access <input type="checkbox"/> Paying-in book <input type="checkbox"/>																							
<b>Where did you hear about The Affirmative Deposit Fund?</b> (Recommendation, Google Advert, Web Search, Mailing, Other – please state)																							
<input style="width: 400px; height: 20px;" type="text"/>																							
<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td colspan="4" style="font-size: small;">Office use only</td> </tr> <tr> <td>CC Webpage</td> <td><input type="checkbox"/></td> <td>Bank details</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Scanned</td> <td><input type="checkbox"/></td> <td>Info &amp; scheme</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Address Lkd</td> <td><input type="checkbox"/></td> <td>PI Book</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Slips</td> <td><input type="checkbox"/></td> <td>Online</td> <td><input type="checkbox"/></td> </tr> </table>				Office use only				CC Webpage	<input type="checkbox"/>	Bank details	<input type="checkbox"/>	Scanned	<input type="checkbox"/>	Info & scheme	<input type="checkbox"/>	Address Lkd	<input type="checkbox"/>	PI Book	<input type="checkbox"/>	Slips	<input type="checkbox"/>	Online	<input type="checkbox"/>
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Slips	<input type="checkbox"/>	Online	<input type="checkbox"/>																				

## Affirmative Deposit Fund Information

The Affirmative Deposit Fund for Charities (ADFC) has been designed specifically to help churches and charities to make the best use of their cash resources. Investing in the funds gives trustees access to the Manager's professional investment team and their proven record of managing cash investment portfolios.

### The Fund

Designed for investors who are looking to achieve higher rates of interest than are normally available on bank deposit accounts with minimal risk of capital loss, whilst maintaining the ability to make withdrawals at short notice. The fund invests mainly through a portfolio of bank deposits via the London Money Market.

### Security

To ensure the highest level of security, money is only placed with banks which meet rigorous criteria based on independent credit ratings and size, with a maximum average maturity date for the portfolio of no more than 150 days. Risk is further reduced by limiting the proportion of the fund that can be deposited with any single bank.

### Interest

Interest is earned on every deposit from the moment it is credited to your account. The interest distribution rate is published at [www.epworthinvestment.co.uk](http://www.epworthinvestment.co.uk)

### Opening Accounts

New accounts can be opened on any business day. The Manager will require evidence of your status as a charity either by the supply of your Charity registration number or your exemption reference number issued by the Inland Revenue. In addition, in certain circumstances, for money laundering purposes, persons signing the application form may be requested to provide proof of identity.

### Deposits

#### By post

Deposits by cheque drawn on a UK bank or building society in favour of 'HSBC Bank plc as Trustee of the Affirmative Deposit Fund for Charities' should be sent with a deposit slip to the Manager.

#### Using a paying-in book at your bank

Cash or cheques deposits may be made at your local bank using a paying-in book. This will be issued, on request, 3-4 weeks after an account is opened.

#### Electronic transfer

Details to use when making an electronic transfer into your account will be issued once an account is opened.

### Withdrawals

Withdrawals from your account may be requested on any business day via post or fax using the CFB withdrawal slips provided with your account. Withdrawals may also be requested using our online service 'ADF Online'.

In very exceptional circumstances, the Manager may request 7 days prior notice. The normal method of repayment is by BACS directly to the bank account nominated on your account mandate. CHAPs payments may also be arranged, although a charge of £10 is made for this service.

We regret that payments made out to third parties cannot be made.

### Standing Orders

Regular withdrawals from your ADFC account to fund your local bank account can be arranged. Further details can be obtained by telephone from the Manager.

### Charges

All administration costs incurred by the Fund are deducted from income before the distribution is declared.

### Statements

Statements of account are normally sent to investors quarterly. However, should you require a more regular statement, this can be arranged by contacting the Manager.

### Term Deposits

Term deposit facilities may be arranged for larger depositors, details of which are available on request from the Manager.

### Other Affirmative Funds

As well as the Deposit Fund, the Manager offers the Affirmative Equity Fund for Charities, the Affirmative Fixed Interest Fund for Charities, and the Affirmative Corporate Bond Fund for Charities which are specifically designed to help church and charity trustees meet their individual investment responsibilities. Each fund has individual objectives tailored to meet the needs of particular investors. For further information as to how these funds may be used by your trustees to meet their overall objectives, please contact the Manager's Client Relationship Manager, Bill Lane, on 020 7496 3636.

### More information

The annual report of the Fund will be sent to investors for each year to 31 October and will be posted in mid December. An interim report for six months periods to 30 April is also distributed. An annual meeting of depositing charities is held.

If you need to discuss any matters relating to investment in any of the Affirmative Funds, we will always be pleased to hear from you. Either write to our Client Relationship Manager, Bill Lane, 9 Bonhill Street, London, EC2A 4PE or telephone on 020 7496 3636.

### Risk Warning

The Trustee and the Fund Manager undertake to use due skill, care and diligence in carrying out their duties under the Scheme, but whilst complying with this undertaking in relation to the investment of the Fund, they cannot give guarantees regarding the repayment of deposits.

The Fund is exempt from the Financial Services and Markets Act 2000 and depositing charities are not eligible for the Statutory Investors Compensation Scheme or the services of the Financial Services Ombudsman. The Fund Manager is however authorised and regulated by the Financial Services Authority.

*The monthly interest distribution rate on an account will fluctuate and past performance is no guarantee of future returns.*

### Additional services

#### Online Access

'ADF Online' is available to account holders providing online access to statement information and enabling secure online withdrawal requests. To register, please indicate on the form overleaf.

#### Paying-in book

Cash or cheques deposits may be made at your local bank using a paying-in book. This will be issued 3-4 weeks after an account is opened. To request a paying-in book, please indicate on the form overleaf.

Please note there is no charge for these additional services.