



# Fund Transfer Form

Please complete all sections to avoid a delay in processing

## Section 1: Investor Details

Investor Type: Private:  Pension:  Corporate:  Other, please specify: \_\_\_\_\_

Investor Name: \_\_\_\_\_

Investor Address: \_\_\_\_\_  
\_\_\_\_\_

Financial Advisor Firm: \_\_\_\_\_ Advisor Name: \_\_\_\_\_

## Section 2: Transfer Details

Reason for transfer: \_\_\_\_\_

Please specify amount to be sent:

Full Account Balance:  or Partial Amount:  If partial amount, specify amount € \_\_\_\_\_

Please enter your Bank Account Details for where to send funds to:

Bank Name:		Account Name:	
BIC Code:		IBAN Number:	
Reference:		Phone No*:	*We may need to phone you to verify details

### Important

- If your account details have changed from those we hold on file, please provide a recent bank statement in order for us to verify this changed account. We are also obliged to ascertain why your bank account details have changed by completing the following:  
If applicable, reason why your bank account details have changed: \_\_\_\_\_
- The bank account details provided must be an account in your own name or an account held jointly by you. We cannot pay into a third party account. If you wish to have funds transferred to an account with a named person we will also need you to send us Proof of Identification and Proof of Address dated within 6 months for that person.

## Section 3: Anti-Money Laundering Documentation

Before returning funds, we are required by Anti-Money Laundering and Terrorist Financing Legislation to have updated Anti-Money-Laundering documentation on file. As such you will need to provide us with the following documentation before we are in a position to return your funds for each signatory who signs:

- Proof of Identity – an in date proof of identity e.g. Passport or Driving License.
- Proof of Address – an in date proof of address (dated within 6 months) e.g. Utility Bill/Bank Statement/Government Documentation

## Section 4: Declaration (if joint account both parties must sign)

I/We confirm that (i) I/We have completed this transfer form and wish to proceed with this request; (ii) I/We are entitled to the legal and (unless a trustee) beneficial interest of this fund transfer; (iii) I/We understand and accept that BlackBee Investments will not be held liable for any direct or indirect losses or damages resulting from any delay in processing this request.

Signature 1:  \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature 2:  \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Where to send this form and the fund transfer process

**Pension Investors:** send original to your Pension Provider to countersign and then post to BlackBee Investments, Ground Floor, City Quarter, Lapps Quay, Cork. Please note you may need to fill out additional documentation with your Pension Provider in addition to this form. Please contact your Pension Provider for any requirements they may have.

**All Other Investors:** send original by post to: BlackBee Investments, Ground Floor, City Quarter, Lapps Quay, Cork

- BlackBee Investments intends to begin processing all fund transfers within 2 working days, but may take longer at certain times. For BlackBee to begin processing same day, the fund transfer form must be received before 12 noon.
- It may take 3-6 working for funds to be returned to investors, but may take longer at certain times.