

Use this form only if you have a shareholding in an open-ended investment company (OEIC) as personal representative(s) of a deceased individual who was, immediately before his or her death

- alone the owner of those shares of that OEIC and,
- not ordinarily resident in the UK ,

Read the notes overleaf carefully before completing the form in CAPITAL letters.

Give the completed form to the open-ended investment company. The Inland Revenue may inspect this form.

Declaration and undertaking

Details of the open-ended investment company (OEIC) and registered shareholder(s)

Name of open-ended investment company

Full name(s) of registered shareholder(s)

Designation recorded against shareholding (see notes 2 and 8)

Account number for shareholding, if any (see notes 2 and 8)

Details of deceased person

Full name of deceased person

Principal residential address of deceased person (see note 3)

Personal Representatives Declaration

I/we hereby declare that

- I/we hold, or the registered shareholder(s) named above holds/hold on my/our behalf, shares in the above named open ended investment company as the personal representative(s) of the deceased individual whose details are given above, and
- immediately before his or her death the deceased was
 - alone the owner of those shares, and
 - not ordinarily resident in the United Kingdom (see note 5)

Full name(s) of personal representative(s)

 (1)
 (2)

Address(es) (see note 3)

 (1)

 (2)

Signatures (see note 4)

 (1)
 (2)

Date

 / /

1. Who should use this form

OEICs incorporated in the UK will normally deduct income tax from interest distributions paid to shareholders. If you hold shares as personal representative(s) of a deceased person who was, immediately before his/her death, **both**:

- the owner of those shares, **and**
- not ordinarily resident in the United Kingdom,

you can arrange for interest distributions to be paid with no tax deducted.

This form must be completed in **full** by **all** the personal representatives of the deceased person.

There is no need for this form to be completed if before his/her death, the deceased individual made a declaration to the OEIC that he/she was not ordinarily resident in the UK, and that declaration was valid at the time of his/her death.

This form must not be used where, at the time of his/her death, the deceased owned shares jointly with some other person(s). A different form is available for use in such circumstances (*see Interest Distribution Guidance Notes paragraph 9.3*).

If, at any time after the date of this declaration, there is any change in ownership of the shares to which it relates, the declaration will cease to be valid. In such circumstances a new declaration should be made.

2. Multiple share holdings

Where shares are owned by the same person or persons in a number of UK OEICs, a single declaration may be made to cover all those OEICs if

- they are all managed by the same management company,
- the records of all the OEICs are held at the same place,
- where the shares are held by agents, nominees, or bare trustees on your behalf, they are held by the same person(s).

The spaces on the form for 'name of OEIC', 'designation recorded against share holding', and 'account number for share holding', should be noted 'See attached list'. A separate sheet showing those details for each OEIC should be attached to the form. The sheet must be dated and signed by the person or persons who sign the declaration.

3. Names and addresses

Names of individuals and companies must be given in full. The address given by an individual must be the individual's principal residential address (that is the place where that person usually lives), and not, for example, his/her employer's address. The address given for a company must be the full address of its registered or principal office. A Post Office box number, a 'care of', or other correspondence address is not acceptable. The principal residential address of the deceased person is that of his/her principal residence immediately before his/her death - not necessarily the place where he/she died.

4. Signatures

This form must be signed by all personal representatives of the deceased. The form must **not** be signed by an agent, nominee, or bare trustee who holds the shares on behalf of the personal representative(s).

5. 'Not ordinarily resident' (individuals)

The United Kingdom includes UK territorial waters, but does not include the Channel Islands and the Isle of Man.

An individual whose permanent place of residence and place of employment are outside the UK will be regarded as not ordinarily resident in the UK if he/she does not have accommodation in the UK, or visit the UK for anything other than short periods which total no more than 91 days a year on average. If you are unsure about whether you are not ordinarily resident in the UK you should seek professional advice before making a declaration.

6. 'Not resident' (companies)

The United Kingdom includes UK territorial waters, but does not include the Channel Islands and the Isle of Man.

A company is usually regarded as not resident in the UK for tax purposes if it is

- **neither** incorporated in the UK,
- **nor** has the central management and control of its business located in the UK.

If you are unsure about whether the company is not resident in the UK for tax purposes, you should seek professional advice before making a declaration.

7. Residence - General

Whether a person is ordinarily resident or not ordinarily resident, or in the case of a company resident or not resident, in the UK depends on all the relevant particular circumstances. Notes 5 and 6 above are for guidance only and more information on residence or ordinary residence can be found in *Residents and non-residents* (Booklet IR20) which is available on the Internet at www.inlandrevenue.gov.uk or from any Inland Revenue Enquiry Centre in the UK. If you are unsure about whether you are not ordinarily resident in the UK, or in the case of a company not resident, you should seek professional advice before making a declaration.

8. Designation and account number

If there is any designation, such as the name of a child, recorded against the shareholding, or an account number applicable to it, these details should be entered in the appropriate box. This information is for the use of OEICs and management companies, and completion of these boxes is not an Inland Revenue requirement.