

Help Sheet

Mandatory Fields and Highlights

Section 1	Please ensure mandatory fields with an asterisk have been completed.
Section 2	If a communication preference has not been given and the investor has provided us with an email address, we will default to email communications. Otherwise, we will require confirmation of their preference. Advisers will always receive copies of communications.
Section 3	Subscription amount and source of wealth must be completed, as well as occupation and details of gift, if applicable.
Section 4	If an adviser fee is being taken, the investor needs to agree to this by signing the application form. If an adviser fee (new or increased amount) is confirmed at a later date via email, we would require a signed letter from the investor or an email from the email address given on the application form to confirm they agree to the new fee. VAT must be included.
Section 5	The investor(s) must sign and date this section.
Section 6	Please complete all mandatory fields. If an admin is to be cc'd into correspondence, please add their email address to the admin/paraplanner email field.
Section 7	To be completed if the application is advised or execution-only and you are taking a fee/commission.
Section 8	To be completed if the application is execution-only. The intermediary should state what part of the fee they are waiving as opposed to what percentage they are taking.
Section 9	We must have bank account details if an adviser fee or commission is being taken. Commission statements will be emailed to the commission email address given on the application form.
Section 9 – IFA Signature	The adviser's signature must be fully completed by the adviser for advised and execution-only applications.
Other – Digital Signatures	We can accept electronic signatures. If any signatures have been completed electronically, we must have a copy of the electronic certificate for our audit trail. Typical systems are Docusign and Adobe.

Where to Send Your Application

Adviser Portal:

The easiest way to submit an application is through our online portal available for advisers and admins.

<https://portal.foresightgroup.eu/LoginPortal/>

If you have never logged into the portal, please contact investorrelations@foresightgroup.eu and the team will send you a login link.

Email*:

applications@foresightgroup.eu**

Please cc your relevant Business Development Manager.

* Please email applications in a combined PDF format only.

** Please note that this is a no-reply email address.

Post:

Woodside Corporate Services Limited,
First Floor, 12-14 Masons Avenue,
London EC2V 5BT

Where to Send Your Funds

Bank Transfer:

Account name: WCSL FW EIS CLIENT ACC

Account no.: 10376161

Sort code: 80 – 20 – 00

Bank: Bank of Scotland

Reference: Your surname, initials and postcode

Please note that the named account holder is Woodside Corporate Services Limited.

Cheques:

To be made payable to:

“WCSL FW EIS CLIENT ACC”.

Please do not post your cheque until funds are available on account.

Next Steps

- The investor and adviser will receive an acknowledgement letter (following receipt of all funds and mandatory information)
- Initial adviser fee/commission payments will be facilitated after the 14-day cancellation period has ended, provided we have the adviser firm's bank details
- A commission statement will be emailed to the commission email address within two working days after the adviser fee payment has been sent
- A cohort takes place once every quarter. Investors will be included in the next quarter's cohort provided their funds have cleared and mandatory information has been received, and their 14-day cancellation period has passed
- An investment document will be sent to the investor and adviser following the processing of the cohort

Have a Question?

If you have any questions about the Foresight Technology EIS, our Retail Sales team will be happy to help. Please contact your relevant Business Development Manager or reach out to the team by phone or email.

+44 (0)20 3667 8199
sales@foresightgroup.eu

For further help on completing this application form, please contact the Client Onboarding team by phone or email.

+44 (0)20 3911 1241
clientonboarding@foresightgroup.eu