

# Fund Switching form

## How to fill out this form

You can type in the boxes of the form and send it to us online. When you've completed the application, the simplest and quickest way to send it is by registering or logging in at [pru.co.uk/online](http://pru.co.uk/online) and submitting it through our online service. If you can't do this online, you can write in the boxes and post the form to us. Please use black ink and CAPITAL LETTERS, or tick  as appropriate. Any corrections must be initialled; do not use correction fluid. When the application is complete, return it by post to: Prudential, Lancing BN15 8GB.

## About this form

This form may be used only for Prudential Investment Plan, Flexible Investment Plan, Prudence Prospects Bond, Prudence Bond or Prudence Managed Investment Bond/Prudence Managed Bond.

Use form INV6651 for PruFund Investment Plan, INV11469 for PruFund Investment Plan (Mark 2 and Mark 3) and LIGF0010 for Vanbrugh contracts.

## Important information

All switch transactions are subject to the full terms and conditions of your contract, contained in your policy provisions document. In particular, but not exclusively, the items summarised here apply (generally, unless a specific product is stated):

- If we receive all the relevant completed paperwork at our Administration Office by midday on a working day, we'll process it at the price determined later that day; if we receive it after mid-day, we'll process it at the price determined the next working day, subject to the 28-day holding period that applies to switches from the PruFund funds (see below). A working day is any day that the London Stock Exchange is open for dealings, and, at our discretion, any day on which it would normally be open but for a temporary closure.
- If you switch money out of a PruFund Protected Fund, the value of your Guarantee will be reduced.
- The signatures of all trustees and assignees will be required on this form.
- Access to the Prudential With-Profits Optimum Return and Optimum Bonus Funds is no longer available to new customers investing in Prudential Investment Plan (PIP) on or after 11/09/2017. However, if you are an existing customer pre 11/09/2017, you will still be able to top up or switch into the Prudential With-Profits Optimum Return Fund and the Prudential With-Profits Optimum Bonus Fund.
- If you are invested in our With-Profits funds, should you switch out of these funds and then reinvest in them at a later date, the annual management charge may be higher than your current annual management charge.
- Switching from, or between our With Profits funds may be subject to a Market Value Reduction.
- Any contract where 'interest sweep' or 'programmed switching' is in operation may be affected by a fund switch.
- For policies where there is an Automatic Rebalancing instruction in operation, this will be cancelled when your fund switch is processed
- You can invest in up to ten funds at any time. If you include a Distribution Income Fund or a PruFund Fund each will count as two fund choices.
- For fund switches on, or after 1 January 2018, you should read your Key Information Document, and relevant Investment Option Document(s) as they contain important information. For products closed before 1 January 2018, but can still be topped up, we do not provide these documents. So please refer to your Key Features Document for further information.

We provide an Investment Option Document for funds which may be switched into, with the exception of Prudential With-Profits funds (this fund is only available to existing plan holders before 11/09/2017).

Not all our funds are available to switch into. For more information about our available fund, please see the current Fund Guide. This is available at [pru.co.uk/funds/guides/](http://pru.co.uk/funds/guides/)

- Except where a switch is made from a PruFund 'protected' fund (with a fund guarantee) to its equivalent PruFund fund (without the guarantee):
  - a) A fund switch from any PruFund fund will be subject to a 28-day holding period.
  - b) Switches are made into the relevant PruFund holding account, until they are automatically transferred to the selected fund on the next 'quarter date'.
- We strongly recommend that you speak to your financial adviser to obtain up to date information on the funds available. You may be charged for any advice you receive.

## Fund variation to switch existing units

Policy No(s) <sup>†</sup>	Enter the Fund(s) from which the 'switch' is to be made and the percentage to be 'switched'. If percentage is not given, 100% will be assumed.		Enter the Fund(s) into which the 'switch' is to be made and the percentage split if into more than one Fund. If percentage is not given, the amount available will be split equally between the Funds selected.	
	*Fund(s)	%	*Fund(s)	%

<sup>†</sup> Only the first policy number in each group should be quoted, as all policies within that group will be switched identically.

\* If you wish to rebalance your 'whole' investment, please write the words 'All Funds' in the switch 'from' column and specify the appropriate funds in the switch 'into' column, ensuring that the final column adds up to 100%.

If you would like information on the funds available, please see [pru.co.uk](http://pru.co.uk) or call 0345 640 1000. Lines are open Monday to Friday 08:00 to 18:00. Calls to Prudential may be monitored or recorded for quality and security purposes.

## Declaration

- For your own benefit and protection, you need to read carefully the documentation provided before signing this form. You also need to read carefully any further documentation provided to you in the future. If there is anything you do not understand, please ask us for further information.

### Policies effected before 20 May 2002 only

I/We agree that an instruction to switch existing units in respect of any Policy effected before 20 May 2002 to a Unit-Linked Fund launched on or after 20 May 2002 shall be accepted on the condition that Prudential shall be entitled to deduct in respect of units of the selected Fund the management charge applicable to the Fund irrespective of the terms of the Policy Provisions.

### Policyholders invested in a With-Profits Fund(s)

I/We understand and agree that an instruction to switch an existing With-Profits fund holding will mean that should I/we wish to reinvest back into a With-Profits Fund, the management charge applicable to that reinvestment may be greater than the existing management charge which is deducted from that fund. For an explanation of the MVR, please refer to the key features document provided with your policy documents. Alternatively, you can view it using the following link: [pru.co.uk/prus6165.pdf](http://pru.co.uk/prus6165.pdf)

### Policyholders invested in the PruFund funds

For switches out of PruFund funds, except from a protected fund to its corresponding unprotected fund, I/we, the legal owner(s) of this plan, understand that units will be cancelled on the 28th calendar day (or the next working day if this is not a working day) following receipt of this form by Prudential. I/we understand that once this request has been received by Prudential I/we cannot withdraw or replace it.

### All Policies

I/We confirm that I/we have read the Important Information section of this form, and the relevant Key Information/Features and Investment Option/Fund Guide documents.

Please provide a contact number should we need to contact you about this switch instruction

Signature of Owner

Signature of Owner

Signature of Owner

Signature of Owner

Date signed

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**If a policy(ies) is held subject to a trust then all trustees must sign.**

An original statement of confirmation will be sent direct to the owner(s).

[pru.co.uk](https://pru.co.uk)

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