

## Regular Withdrawal Facility

Please use this form if you wish to setup a regular withdrawal, where we will send you a set monetary amount or percentage of your invested funds at regular intervals.

- Please complete this form in ink using **BLOCK CAPITALS** or complete electronically.
- Please return the form to Fundsmith, PO Box 10846, Chelmsford, CM99 2BW if withdrawing from an individual retail account, or Fundsmith LLP, ICS Department, PO Box 12381, Chelmsford, CM99 2ET if withdrawing from an account held by an entity.
- If you wish to courier the form please send it to Fundsmith LLP, Adams House, 2 Springfield Lyons Approach, Chelmsford, Essex, CM2 5LG.

If you have any questions our team is available to assist you and can be reached via:

- **Webchat:** Visit our website to connect with a member of our team.
- **Phone:** 0330 123 1815 (or +44 1268 448659 if calling from overseas) or;
- **Email:** enquiries@fundsmith.co.uk

Investor details		
Title	Surname	Forename(s)
Account number		
Joint Holder (if applicable)		
Title	Surname	Forename(s)
Address		
Country	Postcode	

Where do you want to take the withdrawal from?		
If you own multiple products, please select which product you would like your regular withdrawal to be taken from.		
Fundsmith Equity Fund	Fundsmith Stewardship Fund	Smithson Equity Fund
<input type="checkbox"/> ISA	<input type="checkbox"/> ISA	<input type="checkbox"/> ISA
<input type="checkbox"/> Non-ISA	<input type="checkbox"/> Non-ISA	<input type="checkbox"/> Non-ISA

Details of withdrawal	
Your regular withdrawal can be sent either monthly or quarterly. Please indicate your preference.	
<input type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly
Your withdrawal can be a set amount <b>or</b> a percentage of your holding, please indicate your preference and confirm the amount or percentage required.	
<input type="checkbox"/> Set amount	<input type="checkbox"/> Percentage of holding
Payment amount £	Payment percentage %
<p><b>SET AMOUNT:</b> Amount of withdrawal (minimum £250). This amount will be paid to you each quarter/month. For example, if you select £250 with a quarterly payment you will receive 4 payments of £250 over the year totalling £1,000.</p> <p><b>PERCENTAGE OF HOLDING:</b> Choose a percentage of your holding to receive each month/quarter. For example if you opt for quarterly payments of 1% of your holdings, you'd receive 4 individual payments of 1% of your holdings in a year.</p>	
If you have more than one share class, please confirm which one you are withdrawing from:	

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### Your bank details for withdrawals and distributions

Please provide one of the following documents in order for us to verify your nominated bank account (please note that we only accept originals or certified copies):

- A statement for the bank account dated within the last three months;
- A cancelled cheque for the bank account;
- A paying in slip for the bank account;
- A letter from the bank confirming ownership of the bank account.






For international bank accounts, please provide the following information



### Declaration

By signing this form, I/we authorise Fundsmith LLP to operate a system of regular withdrawals in accordance with the terms and conditions set out below.

Signature(s)

Date

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

I/We being the register shareholder(s) assign the above mentioned shares to Fundsmith LLP and acknowledge that I/we are renouncing our title in and rights to the above mentioned shares.

I/We authorise Fundsmith LLP to pay any monies due in in relation to the withdrawal to the bank account identified on this form by electronic bank transfer.

### Terms and conditions

- 1. Facilitation of the Regular Withdrawal Scheme.** The Regular Withdrawal Facility is a standing instruction to Fundsmith LLP to repurchase shares on a continuing, regular basis. By completing this form, you authorise Fundsmith to make sufficient repurchases of your shares to satisfy this instruction.
- 2. Risk warning.** Please note that, because this scheme operates by way of a repurchase of shares, the value of your holding can be reduced over time if the capital growth of your holding does not exceed the amount you withdraw. In particular, high levels of withdrawal could result in the rapid reduction of the investment.
- 3. Frequency of withdrawals.** Withdrawals can be made either monthly or quarterly.
- 4. Timing of withdrawals.** The payment dates for regular withdrawals are the fifth day of any month, or earlier if that is a weekend. The shares are generally sold four business days before then to allow for settlement before the payment date.
- 5. Withdrawal options.** Withdrawals can either be a fixed percentage of the value of your holding on the date of the withdrawal, or a specified amount of money subject, in either case, to a minimum value of £250. A withdrawal will not be made if the value of your holding that would remain after the withdrawal would be below £1,000. We will contact you if this happens.
- 6. Payments.** Payments will only be made by direct credit to your bank account. Please note that we cannot accept instructions to pay anyone other than the account holder.
- 7. Bank account confirmation.** If we do not already have your bank account details on our system, we will need to verify the bank details before withdrawal payments can commence. This can be achieved by sending us either an original bank statement (dated within the last 3 months), a blank paying in slip or a cancelled cheque.
- 8. Changes and cancellation.** The withdrawal amount or frequency can be amended or the withdrawal instruction cancelled at any time. We require notice at least 5 days before the date on which the change or cancellation is to be effective.
- 9. Contract notes.** Contract notes will not be issued for regular withdrawals. Your biannual statements issued on 5 April and 5 October will reflect the withdrawals or you can view your transactions and current balance on your myAccount profile at [www.fundsmith.co.uk](http://www.fundsmith.co.uk). Alternatively you may contact us to obtain the information you require.
- 10. Tax.** As the regular withdrawal facility operates by repurchasing shares, this constitutes a disposal of shares for UK tax purposes. This is a capital gains tax event, not an income tax event. If you are in any doubt as to your tax position you should seek professional advice.