

# Supplementary Information Document (SID)





# Table of Contents

What do I need to know before I invest?

5

What do I need to know when I am ready to invest?

8

What do I need to know after I have invested?

9

Terms and Conditions

10

The aim of this document is to provide you with 'Supplementary Information' to support the Key Investor Information Document(s) (KIIDs appropriate to your choice of fund(s). Prior to you being able to invest, you will be asked to confirm that you have read, understood and retained a copy of the relevant KIID.

If you have any questions or require further information then please contact our Investor Helpline on 0800 587 2113 or visit [www.ubs.com/retailfunds](http://www.ubs.com/retailfunds).

Please note that whilst we can provide the information you need to invest, we cannot advise you on which fund(s) may be suitable for you. Should you require any financial advice, we recommend that you contact a financial adviser. If you do not have a financial adviser, the website [www.unbiased.co.uk](http://www.unbiased.co.uk) may be able to find an adviser local to you.

The adviser will charge you for the advice that they provide. This may be in the form of a commission, which will be deducted from the Fund charges. Alternatively they may charge you an upfront fee which you would be expected to pay to them directly.

# What do I need to know before I invest?

## What is an OEIC?

OEIC stands for 'Open Ended Investment Company'. The OEIC has a number of sub funds, in to which your investment will be made. These sub funds are collective investments that pool together investors' money which is invested in a broad range of investments, which may include shares, corporate bonds, gilts, property and derivatives. These funds provide you with an opportunity to diversify your investments in to a number of underlying holdings, in an efficient and cost effective manner.

The minimum investment into UBS' range of funds is an initial lump sum of £1000 or monthly regular savings of. £50 a month / fund.

## What is an ISA?

An ISA is an Individual Savings Account that provides a way of investing tax-efficiently. There is a limit on the amount you can invest tax-free in an ISA in a tax year, referred to as the 'annual ISA allowance'. For the 2012/13 tax year the allowance is £11,280. It can be split between two types of account:

- Cash (maximum £5,640)
- Stocks and Shares - which includes OEIC shares (maximum £11,280). All of the UBS Retail Funds are available for investment in the UBS ISA.

The Stocks & Shares ISA is available to anyone over the age of 18 and predominantly resident in the UK, and the Cash ISA, to anyone over the age of 16. Please note UBS does not offer a Cash ISA or Child ISA.

## Can I transfer my ISA?

You can transfer your existing ISA to UBS and this applies to both types of ISA account – cash and stocks and shares ISAs. However, it is not possible to transfer a stocks and shares ISA into a cash ISA. Also, if you choose to transfer your current tax year ISA to a UBS ISA, it must be transferred in full and the minimum transfer amount is £1,000. However, ISAs from previous tax years may be transferred in part or in full and there is no maximum amount you can transfer.

If you have both types of ISA and wish to transfer your current tax year cash ISA to us the annual allowance of £11,280 will apply. For example, if you have paid a total of £3,000 into your cash ISA and £3,000 in your stocks and shares ISA in the current tax year, you will have up to an additional £2,640 available to invest in each ISA or up to £5,280 in your stocks and shares ISA only.

Current rules do not allow you to open multiple cash or stocks and shares ISA with more than one ISA manager in the same tax year. You can hold your cash and stocks and shares ISA with different financial providers.

If you wish to transfer your existing ISAs to us from another ISA manager, you will need to complete the UBS ISA transfer

form and return it to us at the following address: UBS Global Asset Management, PO Box 9046, Chelmsford, CM99 2XR. You will find the ISA transfer form at [www.ubs.com/retailfunds](http://www.ubs.com/retailfunds) or you can call our Investor Helpline on 0800 587 2113 for a copy to be posted to you. Once we receive your completed form, we will contact your ISA manager and arrange for your ISA investment to be transferred.

For stocks and shares ISAs, your current ISA Manager will sell your current holdings and send the cash proceeds to us. The proceeds will be invested at the next valuation date. Please note that this process may take up to eight working days, or longer in exceptional circumstances. Therefore, the value of your ISA may be affected by any rise or fall in markets during this period.

We do not charge an administration fee for transferring your ISA to us but you should check with your existing ISA Manager to see if you will incur any exit charges. Also, the initial charge is the same for both 'transferring' and 'new' ISAs.

For details of how to cancel your application, please see page 8.

## What is an Authorised Corporate Director (ACD), who are they and what do they do?

UBS Global Asset Management Funds Ltd is the ACD and OEIC provider and is based at 21 Lombard Street, London EC3V 9AH.

The ACD is responsible for the administration and accountancy of the fund as well as providing the legal framework for its operation, including compliance. The ACD also appoints the investment manager, all of which makes the choice of ACD an important one when selecting your investment provider.

## Who is the regulator of the Authorised Company Director (ACD)?

The ACD is authorised and regulated by the Financial Services Authority (FSA). You can contact the FSA in writing at

25 The North Colonnade  
Canary Wharf  
London E14 5HS

or by telephone: 0845 606 1234. Our entry on the FSA's register is under reference number 141661.

## What is a Depositary and who are they?

The Depositary is a firm (usually a bank) authorised by the FSA and independent of the companies and its directors mentioned above. The Depositary holds legal title to the companies' investments and is responsible for their safe custody. The Depositary also has responsibility for taking reasonable care to ensure the ACD complies with the key regulatory requirements.

The Depositary is the National Westminster Bank Plc Trustee & Depositary Services, 1st Floor, Waterhouse Square, 138 – 142 Holborn, London EC1N 2TH

### Who are the Auditors?

Ernst & Young LLP, 1 More London Place, London SE1 2AF.

### What are the risks of investing in an OEIC?

Investment within the OEICS contains a degree of risk as the returns are not guaranteed and the funds may not achieve their investment objectives. The Key Investor Information Document (KIID) and the fund's full prospectus provides details of each fund's level of risk. Further information about our range of funds can be found in our brochure 'Broaden Your Investment Horizons' or by visiting [www.ubs.com/retailfunds](http://www.ubs.com/retailfunds).

### Are there any costs for buying or selling?

#### Initial charge

There is an initial charge of 4% (Class A shares) but this can vary depending on the fund in which you choose to invest, for example, the initial charge for the UBS Absolute Return Bond Fund is 1% and for the UBS Corporate Bond UK Plus Fund, 3.5%. The initial charge covers the costs of setting up your account and includes any commission that may be payable to your financial adviser.

#### Annual Management charge

The annual management charge is for the day-to-day management of the fund. Currently this charge is 1.5% (with the exception of funds listed in the Table 1 below) of the net investment value. The annual investment charge is accrued daily and deducted monthly from the investment revenue except for the following funds where the charge is deducted from the investment capital:

- UBS Active Bond Fund
- UBS Corporate Bond UK Plus Fund
- UBS Emerging Markets Equity Income
- UBS Multi-Asset Income Fund
- UBS UK Equity Income Fund.

Fund	Annual Management Charge %	Fund	Annual Management Charge %
UBS Targeted Return Fund UBS US 130/30 Equity Fund	1.6	UBS Absolute Return Bond Fund	1
UBS Multi-Asset Income Fund	1.25	UBS Global Diversified Fund	0.9
UBS Corporate Bond UK Plus Fund	1.1	UBS Active Bond Fund	0.75

Other costs such as registration, depositary, audit and custody fees, regulatory costs and any bank interest are covered by a charge for annual expenses of between approximately 0.09% and 0.94%. This is deducted from

the fund's property. However, dealing costs are covered separately – see the 'Dealing costs' section below.

Please note that where income is insufficient to cover the expenses of a share class, they may be deducted from the investment capital. Also, VAT is payable on charges and expenses where appropriate.

You will be given notice in writing by the ACD of any increase in the level of charges as detailed in this document and in the Full Prospectus. Any increase will not take effect for at least 60 days from the notice date.

#### Dealing costs

On buying or selling a fund, the ACD may also charge either a 'Dilution Levy' or a 'Dilution Adjustment', depending on the pricing policy of each Fund. The charge is way of compensating ongoing investors within the fund to cover the impact of the costs and taxes associated with trading in the underlying assets as required to raise the cash to settle the sales or invest the cash from subscriptions.

#### Single pricing policy

This means that one price is calculated each day and shares are bought and sold at a single price. For assets such as equities and bonds, there are two prices: the offer price at which the asset is purchased, and the bid price at which the asset is sold.

The daily value of the shares within the fund is calculated by taking the average of the bid and offer prices. This is referred to as the 'mid price'. For investors joining or leaving the single priced fund, they would buy or sell shares at this mid price. This creates a discrepancy between the mid price at which the investor buys or sells the fund and the trade prices at which the stockbroker is prepared to buy and/or sell the underlying assets (the offer and bid prices) with the fund. This means that the value of the shares held by existing investors would reduce slightly, and this reduction is referred to as a 'dilution'. Therefore, to protect investors from this 'dilution', the ACD may charge a Dilution Levy or Dilution Adjustment (sometimes referred to as an 'anti-dilution').

#### Dilution Levy

This charge is levied along with the initial charge before the purchase of any shares and is not included in the published share price. Similarly, for investors leaving the fund, a dilution levy would be deducted from the proceeds. This type of charge is particular to funds that operate a single mid pricing policy. A Dilution Levy is only applied if the net buys and sells on any one day are considered significant by the ACD.

The UBS Absolute Return Bond, UBS Targeted Return Fund, UBS Global Allocation Fund, UBS Active Bond Fund and UBS UK & International Equity Managed Fund are all subject to a Dilution Levy.

All other funds apply a Dilution Adjustment.

### *Dilution Adjustment*

This charge relates to an adjustment to the share price that is published. Where investors joining the fund outnumber those leaving, the share price will be the mid price plus a dilution adjustment to reflect the cost of buying new assets for the fund. This swung price is used to trade all purchases and sales in shares on that day. When the situation is reversed, the dilution adjustment is subtracted from the share price. This type of charge is particular to funds that operate a single swinging pricing policy. A Dilution Adjustment is only applied if the net buys and sells on any one day are considered significant by the ACD.

### **What is the tax position?**

#### *For the Company:*

The funds are governed by the Authorised Investment Funds (Tax) Regulations. Each fund is treated as a separate entity for United Kingdom tax purposes.

The funds are exempt from United Kingdom tax on any capital profit from the sale of any investments held within them (including and capital profit on interest-paying securities). However, each fund will each be subject to Corporation Tax at 20% on income (other than on dividends received from United Kingdom companies and most overseas companies) once allowable management expenses have been deducted (including the agreed fees and expenses of the ACD and the Depositary).

For funds subject to foreign tax on income received, this foreign tax may be deducted from the United Kingdom tax due on that income.

#### *For investors:*

##### *Capital Gains Tax:*

You may be liable to pay Capital Gains Tax (CGT) on any capital gain when redeeming all or part of your holding, depending on what other use you may have made of your personal Capital Gains Tax allowance.

If switching shares between one fund and another, you may be subject to CGT on the redemption of the original purchase. However, if switching between share classes within the same fund, this is not treated as a taxable event.

##### *Income Tax:*

You will receive a tax voucher when any income is paid or accumulated. The first income allocation may include an 'equalisation' payment. This is a way of ensuring fairness in the income distribution amongst investors given that when income distributions are made, the same income unit is paid to all investors. For investors entering part way through the year, the equalisation payment represents a partial repayment of capital. Therefore, it is not subject to Income Tax but should be deducted from the cost of shares for CGT purposes.

Income may be paid (or accumulated) as dividend income or interest income.

For basic rate UK taxpayers, there will be no further income tax to pay on any dividend or interest income.

Higher rate UK taxpayers will be required to pay additional tax on any dividend or interest income.

Non-taxpayers will be unable to reclaim the tax credit on dividends.

If you hold your investment in an ISA you will not have to pay further tax on income, nor Capital Gains Tax when redeeming your investment.

### *Stamp Duty Reserve Tax (SDRT)*

This tax is payable when shares within the fund are redeemed or third party transfers are made. The ACD is entitled to charge this tax to protect existing investors from a decrease in the value of their shares. SDRT is payable to the HMRC and the amount payable will depend on the pattern of share dealing and the types of investment held within the fund. In general, it is the ACD's policy that any SDRT will be paid out of the property of the fund and an SDRT provision will not be levied directly on the shareholder except in the case of large deals.

If you are uncertain of your tax status or position, we recommend you seek professional advice.

### *US Persons*

As per the Prospectus, funds are not eligible for investment by US Persons.

### *Anti Money Laundering*

Anti money laundering regulations may require us to obtain documentary evidence of the identity and permanent address of existing and new clients of UBS Global Asset Management, and also on occasion, clients seeking to withdraw some or all of their investment (for example, if the bank account to be credited as a result of a repurchase is different to the account from which you paid for your investment).

We normally obtain evidence of identity and permanent address automatically by using an independent credit reference agency. If we are unable to obtain independent documentary evidence of your identity and permanent address, we will write to you. Until we receive the requested documents, we may need to delay processing your instructions and/or to withhold any payments due to you from us in respect of your investment.

# What do I need to know when I am ready to invest?

## How do I invest?

After you have read and understood the KIID and sought advice from a financial adviser, we strongly recommend that you read the Terms and Conditions on page 10.

Firstly, you need to decide whether you wish to invest a lump sum or on a monthly regular savings basis:

- Minimum lump sum investment from £1,000 - no maximum limit for non-ISA investments
- Minimum monthly regular savings in each fund from £50 per month
- Invest up to £11,280 in a UBS ISA for the 2012/2013 tax year
- Top up your ISA investment: £500 minimum – to the maximum allowance

For lump-sum investments, please include a cheque made payable to UBS Global Asset Management Funds Ltd. For regular savings, you will need to complete the Direct Debit mandate on the Application Form.

To invest, please complete and sign the relevant sections of the Application Form. If you need help completing the form please speak to your financial adviser or call our Investor Helpline on 0800 587 2113.

Please return your completed application form and cheque if applicable to UBS Global Asset Management, PO Box 9046, Chelmsford, CM99 2XR. Once you have invested, we will send you a confirmation letter and contract note.

## Can I invest regularly using Direct Debit?

Yes. Simply complete the Direct Debit mandate on the Application Form. Below you will find details of the Direct Debit Guarantee. Please read this important information and keep for your records.

## The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit UBS Global Asset Management Funds Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request UBS Global Asset Management Funds Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by UBS Global Asset Management Funds Ltd or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
- If you receive a refund you are not entitled to, you must pay it back when UBS Global Asset Management Funds Ltd asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

## Can I cancel my application?

If you are investing through a financial adviser, they will advise you of your cancellation rights. This is usually a 14 day period from the receipt of the cancellation notice. Should you change your mind, simply complete and return the cancellation form by post to UBS Global Asset Management, PO Box 9046, Chelmsford, CM99 2XR.

Cancelling your application does not mean your full investment will be returned. For example, if the purchase price of your investment has fallen since notifying us of your cancellation, your investment will reflect this shortfall.

Should your investment be made within an ISA, if you cancel your application within the 14 day notice period, you may still be able to open an ISA with an alternative Stocks&Shares ISA.



# What do I need to know after I have invested?

## Can I switch between funds?

Yes, you can switch between other UBS funds and share classes within the fund(s) you hold, subject to the restrictions on investment and minimum holdings referred to in 'How do I buy shares in the funds?'

The shares will be sold and the proceeds reinvested with no initial charge, although there will be a switching charge of up to 0.25%. Also, a Stamp Duty Reserve Tax (SDRT) may be levied on the redemption of the original shares. See page X for more information about the SDRT.

If, as a result of the switch, the value of your investment is less than the minimum permitted in either the original or new investment for the class concerned, the ACD may convert the whole of the holding of original shares into new shares, or refuse to undertake the switch.

Instructions for switching must be made using a UBS switching form and should be sent to UBS Global Asset Management Funds Ltd, PO Box 9046, Chelmsford, CM99 2XR or by telephoning us on 0800 587 2112. Please note, telephone instructions will need to be confirmed in writing to us at the above address. Switching forms can be downloaded from [www.ubs.com/retailfunds](http://www.ubs.com/retailfunds) or by calling the number above.

For investments in an ISA, you can switch between ISA funds at any time by instructing your financial adviser, or by completing a switch form and submitting this instruction to the address above. It is not possible to take ISA switch instructions over the phone.

## Can I top up my investment?

You can add to your investment with a minimum top-up of £500. ISA investors can top up to the maximum limit for the current tax year. You will need to complete a UBS top up form, which should then be sent to UBS Global Asset Management Funds Ltd, PO Box 9046, Chelmsford, CM99 2XR. Non-ISA top ups may be made over the phone by calling us on 0800 587 2112.

## How do I sell shares?

You may sell your shares on any UK business day. All deals placed before midday (2pm for UBS Global Emerging Markets Equity Fund and 10.45 pm for UBS UK & International Equity Managed Fund) on any business day will be priced at that day's valuation.

Deals placed after midday (2pm for UBS Global Emerging Markets Equity Fund and 10.45pm for UBS UK & International Equity Managed Fund) will be priced at the next day's valuation. This is known as 'forward' dealing.

To sell your shares, send your written instructions to UBS Global Asset Management Funds Ltd, PO Box 9046, Chelmsford, CM99 2XR or telephone us on 0800 587 2112.

You will need to confirm your telephone instruction in writing or by completing and returning the form sent with the contract note confirming your instructions.

We will send a cheque in the name of the registered holder(s) within four business days of receipt of your written confirmation or the valuation point following receipt of your written instructions. Payment to a third party will not be made unless it is for the client money account of a regulated intermediary. In certain circumstances, payment is made via bank transfer. For further details, please call us on 0800 587 2113.

For ISA investments, you can withdraw money from or sell your ISA by instructing us in writing. We will sell the amount requested on the day we receive your instruction provided this reaches us before midday (2pm for UBS Global Emerging Markets Equity Fund and 10.45 pm for UBS UK & International Equity Managed Fund).

To keep your ISA open, you will need to keep a minimum balance of £500 in each fund. Please note, if you withdraw in part or all of your ISA after the cancellation period, you will not be able to reinvest the money in the UBS ISA or open another ISA in the same tax year.

## Where can I get share prices?

Prices for Class A and B shares can be found as follows:

Visit [www.ubs.com/retailfunds](http://www.ubs.com/retailfunds)

Contact our investor helpline on 0800 587 2113  
Daily prices are also published in the Financial Times.

## What do I do if I want to make a complaint?

You can write to the Compliance Officer at UBS Global Asset Management, PO Box 9046, Chelmsford, CM99 2XR. A copy of the Company's complaint handling procedure and details of compensation arrangements are available on request.

If you are not satisfied with our response you can complain directly to the Financial Ombudsman Scheme, South Quay Plaza, 183 Marsh Wall, London E14 9SR or telephone 0845 080 1800. If you have a legal dispute, the Law of England and Wales will apply. All communications will be in English.

We are covered by the Financial Services Compensation Scheme. You may be entitled to compensation from the scheme if we cannot meet our obligations. This depends on the type of business and the circumstances of the claim. Most types of investment business are covered up to a maximum limit of £50,000. Further information about compensation arrangements is available from the Financial Services Compensation Scheme, 7th Floor, Lloyds Chambers, Portstoken Street, London, E1 8BN or by telephoning them on 020 7892 7300.

# Terms and Conditions

These Terms and Conditions, together with the Application Form, form a legal agreement between you and UBS Global Asset Management Funds Ltd (the "Manager") which sets out how your ISA will be operated. As part of this agreement, you will be classified as a 'Retail Client' in accordance with the FSA's Conduct of Business Sourcebook. The definitions below apply throughout these Terms.

## 1 Definitions

The following words and expressions, when used in these Terms, have the meanings set out opposite them:

### Application Form

A UBS ISA application form or transfer application form;

### FSA

the Financial Services Authority (and any successor body); Investments Shares, Units and any other investments held in an ISA;

### ISA

A UBS Individual Savings Account governed by these Terms;

### KIID

Key Investor Information Document;

### OEICs

An open-ended investment company (and, in the case of an umbrella company, a sub-fund of such company);

### OEIC Shares

Shares in an OEIC which may be held in an ISA; RegulationsThe Individual Savings Account Regulations 1998, as from time to time amended and in force;

### Shares

Shares in the UBS OEIC;

### SID

Supplementary Information Document containing additional information to the KIID required by the FSA;

### Stocks and Shares Component

A stocks and shares component making up the whole or part of an ISA;

### Terms

These Terms (as amended from time to time), together with the Application Form;

### UBS OEICs

The UBS Investment Funds ICVC, UBS Investment Funds ICVC II and UBS Investment Funds ICVC III. All are open-ended investment companies;

### Unit Trust

An authorised unit trust;

### Units

Units in a Unit Trust which may be held in an ISA;

### Year

A tax year beginning on 6 April in any calendar year and ending on 5 April in the following calendar year;

### You

An individual who has opened or transferred an ISA under these Terms. The term "you" includes such individual's personal representatives. References to the singular shall include the plural and vice versa.

## GENERAL PROVISIONS FOR ISAs

### 2 Manager

The Manager is authorised and regulated by FSA and is approved by HM Revenue & Customs to act as a manager of ISAs.

Subject to the Regulations, your ISA will be managed in accordance with the directions set out in your Application Form.

These Terms will come into force when your Application Form is accepted by the Manager, which will normally be on the day of its receipt. Your application is deemed to have been received when it arrives at the following address:

UBS Global Asset Management  
PO Box 9046  
Chelmsford  
CM99 2XR

The Manager reserves the right not to accept any application (including a transfer application).

### 3 Investment objective

The investment objective of your ISA will correspond to the objectives of the Fund in which you hold Shares, or other qualifying investments specified in your Application Form if you do not specify.

### 4 Investments

- (a) Your ISA includes your Investments and any cash balances, all income and other rights, and the benefit of any tax relief in respect of such investments.
- (b) our cash contributions and any other cash held under your ISA will be deposited, pending investment, with a bank selected by the Manager (which can be a UBS Group Company) in a non interest-bearing account in the name of the Manager or its nominee. The Manager does not accept liability for default by any bank which holds cash for your ISA.

- (c) The Manager reserves the right to hold OEIC Shares or

units in collective investment schemes which have replaced schemes in which you held an investment as a result of a merger, reconstruction, closure, conversion or otherwise unless we receive prior instructions from you to the contrary.

## 5 Title

- (a) The Investments will be beneficially owned by you at all times.
- (b) Investments will be registered in the name of a nominee of the Manager (which may be a UBS Group Company). In the case of registration through a nominee, registration will be made collectively in the name of the nominee, and although the amount of your holding will be noted and separately identified in the Manager's records, your entitlement may not be identified by separate documents or certificates of title. In the event of a default, any shortfall in the securities registered in the name of each nominee may be borne pro-rata among all clients whose investments are registered in this way.
- (c) No unit or share certificates will be issued to you. The Manager (or a nominee, which may be a UBS Group Company) will hold any title documents or documents evidencing title to the Investments.
- (d) The Manager may not lend Investments or the title documents to a third party and may not borrow against the security of Investments or such documents.
- (e) You may not assign or transfer to any other person your beneficial or other interest in your UBS ISA or in the income from them. The Manager will not comply with any assignment of this account you try to make.

## 6 Income

- (a) The Manager will automatically reinvest all income in respect of Investments and all related tax reclaims, net of any tax liability (for example, stamp duty), unless you elect to be paid the income from your ISA (see paragraph (b) below).
- (b) Providing you hold income shares, you can elect to receive the income from your ISA half-yearly by completing the relevant section of the Application Form or notifying the Manager in writing. Payment is normally by direct credit to your bank or building society unless you instruct the Manager to make payment by sterling cheque payable to you and sent to your home address.
- (c) You must inform the Manager if you wish to cancel a previous election to receive income.
- (d) Amounts of income equalisation received as part of distributions on OEIC Shares of the same type and in the same fund may be aggregated and the average amount of income equalisation attributed to each such OEIC Share acquired during the relevant period.

## 7 Taxation

- (a) The Manager will make all necessary claims for tax relief relating to your ISA.
- (b) In accordance with the Regulations an ISA is available only to individuals who are UK resident for tax purposes under the Regulations.

## 8 Statements

The Manager will send you a statement at least annually, showing details of all transactions in your ISA since the previous statement. The statements will not include a measure of performance. The Manager may produce a consolidated statement if you have more than one ISA.

You may request copies of any contract notes and entries in the Manager's records relating to orders placed or settled for you. The Manager may charge you an administration fee for providing extra copies of any account statement, contract note or entry in its records relating to your orders.

## 9 Reports and voting

- (a) If you so request, the Manager will arrange for you to receive copies of the annual reports and accounts issued to investors in the UBS OEIC in which your ISA is invested.
- (b) Subject to any applicable law or regulation and if you so request, the Manager will arrange for you to be able to attend any meetings of investors in each OEIC in which your ISA is invested, to exercise voting rights, and to receive, in addition to the documents referred to in paragraph (a) above, any other information issued to investors.
- (c) Subject to any applicable law or regulation and subject as provided below, the Manager may exercise or refrain from exercising any voting rights attaching to Investments unless you have elected to exercise such rights yourself.

## 10 Switching investments

- (a) You may instruct the Manager to sell Shares or Units and to reinvest the proceeds in other Shares or Units (as the case may be) to be held within your ISA. The Manager will normally effect the transaction as soon as practicable after receiving your instructions.
- (b) There will normally be a charge applied for switching funds within the UBS OEIC. This will be no greater than 0.25%. Current charges are detailed in the KIID & SID.

## 11 Withdrawals

- (a) You may by written request to the Manager, make cash withdrawals from your ISA.
- (b) Unless otherwise permitted by the Manager, the minimum withdrawal is £500. Your holding in each fund in which you are invested must have a minimum value of £500 (failing which the Manager may treat your withdrawal request as an instruction to terminate your ISA).

- (c) Withdrawals will be met by selling Investments. Unless you give the Manager instructions with your withdrawal request, the Manager will have discretion to choose which Investments to sell.
- (d) The amount to be withdrawn will be paid to you following receipt of cleared funds resulting from the sale of Investments.
- (e) The Manager may deduct from any withdrawal to be paid to you any outstanding fees, charges and expenses due and retain such sums as the Manager may reasonably estimate to be required to meet any tax liability for which the Manager must account to HM Revenue & Customs. Any amount due may be held outside your ISA pending payment. Payments of sale proceeds on withdrawal and any costs may be delayed until confirmation has been received by the Manager that all subscriptions have been cleared and the Manager has received all amounts owed to it. Security checks may be carried out to confirm your identity before any payment is made.

### 12 Charges

- (a) There are no additional charges for holding UBS OEIC Shares in an ISA.
- (b) Shares are subject to initial charges, management fees, and other charges and expenses which are detailed in the KIID and SID.
- (c) The Manager reserves the right to discount or waive any charges.
- (d) The Manager may increase charges but only after giving you 60 days' written notice.
- (e) The Manager shall be entitled to deduct and retain all charges payable under these Terms and may apply any cash or sell any Investments to pay such charges or to pay any tax liabilities under your ISA.

### 13 Termination

- (a) You may terminate your ISA by giving notice to the Manager which will be effective on receipt.
- (b) The Manager may terminate your ISA by giving you one month's notice in writing. If it becomes impractical or impossible to comply with the Regulations, the Manager may terminate your ISA immediately, in which case you will be notified in writing.
- (c) When an ISA is terminated by the Manager, it will sell the Investments and pay you the proceeds together with any cash balance held in the ISA. Interest will not be paid on any cash balance. The Manager may deduct any charges or other amounts due to it, any tax liabilities under the ISA, and any additional expenses incurred in terminating the ISA.

- (d) Your ISA ceases to be exempt from tax on your death and will terminate. The Manager will continue to hold the investments in your ISA until the Manager receives a copy of the death certificate and a grant of probate or letters of administration as appropriate. The Manager will then terminate the ISA and the investments will be held on the Fund's register in the name of your personal representative(s). The Manager may deduct any charges or other amounts due to it, and any tax liabilities under the ISA, and any additional expenses incurred in terminating the ISA. These Terms are binding on your personal representative(s). The Manager may at their discretion accept or reject instructions received from your personal representative(s), such as where incorrect documentation has been received from them.

### 14 Void ISAs

Your ISA will be managed in accordance with the Regulations, which take precedence over these Terms. The Manager will notify you if, by reason of any failure to satisfy the provisions of the Regulations, your ISA has or will become no longer exempt from tax by virtue of the Regulations. When an ISA is voided, the Manager will transfer the Investment(s) into your name. The Manager may deduct any charges or other amounts due to it, any tax liabilities under the ISA, and any additional expenses incurred in terminating the ISA.

### 15 Transfer to UBS

You may apply to transfer to the Manager either the whole or part of an existing Individual Savings Account, subject to and in accordance with the Regulations. Transfers will be accepted in cash form only and subject to the minimum transfer value specified in the transfer application form. The initial charge will be deducted from the amount transferred. These Terms will apply from acceptance of your transfer Application Form.

### 16 Information for the Manager

You must provide the Manager with all information which they reasonably requests and, in particular, you must immediately inform the Manager in writing of any change of tax status or other material change in circumstances. In particular you must inform us immediately if you cease to be eligible to hold an ISA or of any change in your residency status.

### 17 Notices and instructions

- (a) Notices and instructions to the Manager should generally be in writing and signed by you. Notices and instructions sent only by facsimile will not be accepted, but the Manager may act on these subject to subsequent written confirmation.
- (b) Notices and other documents to be given to you will be posted to your last registered address and will be deemed received by you two days after posting.
- (c) The Manager is entitled to treat as valid, instructions given by you or on your behalf even if that is not the case because of the wrongdoing of another person, unless that other person is an employee or agent of the Manager.

## 18 Liability

- (a) You agree that you will be responsible for any losses, expenses or other liabilities incurred by the Manager in connection with your ISA, other than those which are caused as a direct result of the Manager's negligence, knowing default, or breach of the rules of the FSA or of these Terms.
- (b) The Manager is liable for the direct results of their negligence, knowing default, and for any breach of the rules of the FSA or of these Terms. The Manager is not liable for any loss which is not a reasonably foreseeable consequence of a breach by the Manager of these Terms, or for any loss caused through a fall in value of Investments.
- (c) The Manager accepts no responsibility for your ISA (or for an ISA transferred to the Manager) until cleared funds are received, nor for any loss or delay caused in the payment or transfer of funds to the Manager due to circumstances beyond its control. The Manager shall be entitled to cancel any transaction for the purchase of Investments (if cleared funds are not received by the Manager within seven days of accepting your instructions, regardless of the method of payment), and you agree to be liable for any resulting losses, expenses or other liabilities incurred by the Manager in accordance with paragraph (a) above. Where you are transferring an existing ISA to the Manager, you must ensure that your existing ISA manager complies with the transfer instructions given by the Manager.
- (d) The nominee company that is used is an associate of the Manager. The Manager therefore accepts liability for the negligent acts and omissions of the nominee.

## 19 Complaints and compensation

The Manager has established procedures in accordance with the FSA's requirements for the consideration of complaints. Details of those procedures and of your rights to compensation (if any) if the Manager is unable to meet its liabilities to you are available from the Manager on request. In addition, you have the right to complain directly to the Financial Ombudsman Service should you consider your complaint has not been satisfactorily resolved by the Manager. If you make a valid claim against the Manager and it is unable to meet its liabilities, you may be entitled to compensation from the Financial Services Compensation Scheme, details of which the Manager will provide on request.

## 20 Amendments

- (a) The Manager may amend these Terms by writing to you. Any amendments made to the extent permitted by law, will comply with the Regulations and with the rules of the FSA handbook. Any amendments to these Terms will be made to make them fairer to you or more comprehensible or to correct a mistake (provided that such changes would not adversely affect your rights) or to reflect new practices or developments or to reflect operational changes or whenever there is any other valid reason to do so. The

Manager will give you at least 30 days' prior notice in writing of any proposed amendments.

- (b) If the units in any collective scheme (including shares within an OEIC) in which you have invested are subject to a scheme of arrangement, your holding will continue into the successor scheme or schemes unless the successor scheme or schemes are not available for investment in your ISA in which case the Manager will require you to switch your holding to a scheme that is available or to close your ISA.

## 21 Law

These Terms will be governed by and construed in accordance with English law and are subject to the exclusive jurisdiction of the courts of England and Wales. Neither the Manager nor you intends any provision of these Terms to be enforceable by any person other than themselves or their permitted successors or assignees.

## 22 Assignment and delegation

- (a) The Manager may assign to any appropriate UBS Group Company all of its benefits and obligations under these Terms. You will be notified of any such assignment.
- (b) The Manager may appoint any person (whether or not a UBS Group Company) to advise on or perform any of its functions or responsibilities under these Terms and may provide information about you and your ISA to any such person. The Manager will satisfy itself that any person to whom it delegates any of its functions or responsibilities under these Terms is competent to carry out those functions or responsibilities.

## 23 Address

Should you wish to write to the Manager please do so at the following address:

UBS Global Asset Management (UK) Ltd  
21 Lombard Street  
London  
EC3V 9AH  
Tel: 020 7901 5000

## 24 Application to open an ISA and payment

An application to open an ISA must be made on an Application Form which must be completed in hard copy. You may invest one or more lump sums in your ISA during the Year subject to the overall annual contribution levels stated in the Regulations. You must submit with your Application Form a cheque for the full amount of your initial subscription. You will be sent an acknowledgement once you have made the contribution.

## 25 Minimum subscription

The minimum initial investment is as specified in the Simplified Prospectus document. Additional lump sum contributions are subject to the minimum specified in the Simplified Prospectus document.

## 26 Cancellation

If you have received advice from an independent financial adviser, you may have the right to cancel your ISA within 14 days after receiving notice of your cancellation rights from the Manager. If you exercise your right to cancel, any money paid to the Manager will be repaid (subject to deduction of the amount, if any, by which the value of your Investment has fallen).

## 27 Transfer to new ISA Manager

- (a) You may instruct the Manager to transfer to another approved manager, either (i) the whole of your ISA, or (ii) part of your ISA (“a partial transfer”), that is a transfer of part of the realised Investments and cash held under the Stocks and Shares Component, subject to and in accordance with the Regulations. When transferring a current year ISA, it must be transferred in full. The Manager will endeavour that this will take 5 to 10 days to complete. Transfers may be in specie, whereby Investments will be transferred by the Manager to the new manager, or in cash, in which case the Manager will sell your Investments at the next valuation point after receiving your instructions. The Manager may deduct from the transfer any sums due to it.
- (b) A partial transfer involving the transfer of part of the realised Investments and cash held under a component must represent all subscriptions to the component and any gains or other proceeds relating to the investment of such subscriptions for one or more complete Years.
- (c) Also in the case of a partial transfer, the Investments remaining after the transfer must, unless otherwise permitted by the Manager, have a minimum value of £500 in each fund, failing which the Manager may treat your instruction as an instruction to transfer the whole ISA.



**[www.ubs.com/retailfunds](http://www.ubs.com/retailfunds)**  
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