

# AUTHORISATION TO FACILITATE THE PAYMENT OF A MANDATED FEE



HANSARD  
WORLDWIDE

**This form is for contract holders who wish to instruct and authorise Hansard Worldwide (Hansard) to debit the contract to facilitate the payment of a mandated fee to the appointed mandated agent.**

**By completing this form you will be authorising Hansard to take a fee from your contract to be paid directly to a mandated agent. Please be advised that we do not provide the facility for fee payment to your servicing agent without the ability for them to undertake transactions on your behalf.**

## Important notes

By signing this form, you confirm that you have read, understood and agree with all of the following points:

1. In accordance with the Hansard Privacy Policy, by appointing a mandated agent you are giving permission for Hansard to allow the mandated agent to have access to your personal data in order to provide the agreed services. Our Privacy Policy document (HWL24) is available on our website [hansard.com](http://hansard.com).
2. The mandated agent will have authority to undertake transactions on an execution only basis, via the Online Fund Switching application, and Hansard will not require your confirmation for each transaction processed by them.
3. Hansard has not, and does not, provide any recommendation or advice regarding the selection of investments, and makes no warranty or representation regarding their quality or suitability.
4. The mandated agent is acting on your behalf and are completely independent of Hansard.
5. You, or the mandated agent, may terminate this appointment with immediate effect by writing to Hansard. Hansard reserves the right to terminate this agreement by written notice to the relevant parties. In the event of insolvency or bankruptcy of the mandated agent, this agreement will be automatically terminated. No pro-rated mandated fee will be deducted when you surrender your contract.
6. The mandated fee is charged at a rate of  % per year, (Max. 1%<sup>1</sup> of the contract value per year) and will be calculated using the relevant contract value<sup>2</sup> at the end of the last day of each calendar quarter, and will be shown as a transaction on your statement.  

<sup>1</sup> For Global Select contracts the maximum is 1.5%.

<sup>2</sup> For Vantage Platinum Worldwide contracts this is the respective accumulator unit value and for Global Select and Worldwide Personal Portfolio contracts this is the contract value.
7. The mandated fee will be deducted from your contract and paid to the mandated agent gross of VAT (or any other applicable local service tax). The mandated agent is responsible for deciding whether or not the service they are providing is subject to VAT (or equivalent) and should this become applicable in the future it will be added to the fee at the relevant rate. Hansard cannot be held responsible for any future liability that may accrue to the mandated agent as a result of a failure to levy VAT (or any other applicable local service tax) where it later transpires that this should have been charged.
8. For Global Select and Worldwide Personal Portfolio contracts, the mandated fee will be deducted from the cash account (in your contract currency) that is linked to your contract. Should there be an insufficient cash balance then assets will be sold in accordance with the instructions relating to the clearance of negative cash balances as contained in your Contract Terms and Conditions, and application form.
9. For Vantage Platinum Worldwide contracts, the mandated fee will be deducted from your accumulator units and as such withdrawals in relation to the fee will be deferred until there are sufficient accumulator units to meet the value of the withdrawal. Where an initial period applies to the contract, the fee will not begin to be calculated until this period has ended.
10. The fee will commence from the date Hansard receives and processes this instruction.
11. Additional contributions to the original contract made after the commencement date will be treated as part of the value of your contract on the date any mandated fee is calculated.
12. This appointment is in accordance with the governing law and court jurisdiction provisions as set out in the relevant Contract Terms and Conditions.

Please complete the following sections as necessary and return to Hansard, Administration Centre for Correspondence using the details at the bottom of this form.

**Declaration**

I/we authorise Hansard to deduct  % per year, deducted quarterly from the value of my/our contract and that this will be paid to the mandated agent I/we have nominated below.

I/we authorise Hansard to accept transaction instructions from the mandated agent on my/our behalf in relation to the contract(s).

**Contract number(s)**

**Contract holder 1**

Signature  Date

Please print full name

**Contract holder 2**

Signature  Date

Please print full name

**This section is to be completed and signed by an authorised signatory from the appointed mandated agent.**

EOU number

Authorised signature  Date

Full name of the corporate entity acting as the appointed mandated agent

**Hansard Worldwide Limited**

Incorporated in The Bahamas (no. 200975B) and authorised by the Insurance Commission of The Bahamas.  
**Email:** ClientServicesSupport@hansard.com **Telephone:** +1 242 397 2120 **Website:** hansard.com

**Administration Centre for Correspondence:** 55 Athol Street, Box 192, Douglas, Isle of Man, IM99 1QL, British Isles.

Registered Office: Sassoon House, Shirley St & Victoria Avenue, PO Box SS-5383, Nassau, Bahamas.