



Principle First Financial Services
Registered Office:
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Derry, N.Ireland
BT48 7RB

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Client Agreement

This agreement is issued on behalf of Principle First of 7 Racecourse Road, Derry, BT48 7RB, who can be contacted at 02871 273030.

Authorisation Statement

Principle First Financial Services is a trading style of GMF Marketing Services Ltd. which is authorised and regulated by the Financial Services Authority. The Financial Services Authority regulates the financial services industry in the UK and their address is 25 The North Colonnade, Canary Wharf, London, E14 5HS. You can check this on the FSA's Register by visiting the FSA's website FSA No. 409667 or by contacting the FSA on 0845 606 1234.

Permitted Business

Our permitted business is advising on and arranging savings & investments products, pensions, mortgages and non-investment Insurance contracts.

Client Categorisation

Each client with whom the firm does business is categorised to identify the level of regulatory protection applied. We believe in providing our clients with full regulatory protection and we propose to classify you as "Retail Client" for Investment purposes.

Communications

We will communicate with you in English both verbally and in writing for the sending and receiving of orders.

Scope of Service

We operate independently and therefore provide investment services from the whole market.

Services to be provided

With regards to investments that we have arranged for you, these will not be kept under review but we will advise you upon your request. However, we may contact you in the future by means of an unsolicited promotion should we wish to contact you to discuss the relative merits of an investment or service which we feel may be of interest to you.

On issue or display of this letter any subsequent advice or recommendation offered to you will be based upon your stated investment objectives, acceptable level of risk and any restrictions you wish to place on the type of investments or policies you are willing to consider. We will issue you a suitability report to confirm our recommendation. Unless confirmed we will not place any restrictions on our recommendations.

Principle First does not handle clients' money. We never handle cash or accept cheques made out to us unless it is to settle charges or disbursements for which we have sent you an invoice.

We will also make arrangements for all your investments to be registered in your name unless you first instruct us otherwise in writing. We will forward you all documents showing ownership of your investments as soon as practicable after we receive them, where a number of documents are due involving a series of transactions, we normally hold each document until the series is complete, then forward them to you.

Paying for services

Not all firms charge for advice the same way. We will discuss your payment options with you and answer any questions you may have. We will not charge you anything until you have agreed how we are paid.

We can be paid by a fee

Whether you buy a product or not, you will pay us a fee for our advice and services. If we also receive commission from the product provider when you buy a product, we will pass on the full value of that commission to you in one or more ways. For example, we could reduce our fee; or reduce your product charges; or increase your investment amount; or refund the commission to you.

We can be paid by commission (or product charges).

If you buy a financial product, we will normally receive commission on the sale from the product provider. Although you pay nothing up front, that does not mean our service is free. You still pay us indirectly through product charges. Product charges pay for the product provider's own costs and any commission. These charges reduce the amount left for investment. If you buy direct, the product charges could be the same as when buying through an adviser, or they could be higher or lower. We will tell you how much the commission will be before you complete an investment, but you may ask for this information earlier.

We can be paid by a combination of commission and fee

In some circumstances, we also charge a fee on top of any commission we might receive.

If we arrange for you a life policy from which we receive commission, and subsequently you cease to pay premiums which results in us refunding the commission which has been paid to us, we reserve the right to charge you a fee to compensate us for the time spent in advising you and arranging this policy. This also applies even if cancellation occurs within the cancellation period arranged by different insurance / mortgage firms. The purpose of this is to ensure that Principle First Financial Services have been fairly remunerated for their efforts in commencing such plans.

Our fee option

We will agree the rate we will charge before beginning work. We will tell you if you have to pay VAT. Our typical charges are:

| | |
|-----------------------------|---------------|
| Chartered Financial Planner | £240 per hour |
| Financial Planner | £140 per hour |
| Paraplanner | £85 per hour |
| Administration | £45 per hour |

You may ask us for an estimate of how much in total we might charge and also ask us not to exceed a given amount without checking with you first.

Our commission option

Our commission may vary according to factors such as; product, amount invested, term of investment. We will confirm the actual amount to you before you buy a product. Our standard rates are illustrated on the tables below:

For arranging lump sum investment transactions on your behalf we may charge a fee not exceeding:

| Up to Investment of | Initial Fee % | Example Initial Fee £ | Annual Fee % on Fund Value | Example Annual Maximum Fee £ (Before Growth) |
|---------------------|---------------|-----------------------|----------------------------|--|
| £5,000 | 7.5% | £375 | 1.00% | £50 |
| £50,000 | 7.5% | £3,750 | 1.00% | £500 |
| £125,000 | 7.5% | £9,355 | 1.00% | £1,250 |
| £250,000 | 7.5% | £18,750 | 1.00% | £2,500 |
| £375,000 | 7.5% | £28,125 | 1.00% | £3,750 |
| £500,000 | 7.5% | £37,500 | 1.00% | £5,000 |
| £625,000 | 7.5% | £46,875 | 1.00% | £6,250 |
| £750,000 | 7.5% | £56,250 | 1.00% | £7,500 |
| £875,000 | 7.5% | £65,625 | 1.00% | £8,750 |
| £1,000,000 | 7.5% | £75,000 | 1.00% | £10,000 |
| £1,000,000 + | 7.5% | | 1.00% | |

For arranging regular premium investment transactions on your behalf we may charge a fee not exceeding:

| Up to Monthly Contribution of | Initial Fee % of First Years Contributions | Example Initial Maximum Fee £ | Annual Fee % on Fund Value | Example Annual Maximum Fee £ in Year 1 (Before Growth) |
|-------------------------------|--|-------------------------------|----------------------------|--|
| £250 | 50.00% | £1,500 | 1.00% | £30 |
| £375 | 45.00% | £2,025 | 1.00% | £45 |
| £500 | 40.00% | £2,400 | 1.00% | £60 |
| £652 | 38.75% | £2,906 | 1.00% | £75 |
| £750 | 37.50% | £3,375 | 1.00% | £90 |
| £875 | 36.25% | £3,806 | 1.00% | £105 |
| £1,000 | 35.00% | £4,200 | 1.00% | £120 |
| £1,125 | 33.75% | £4,556 | 1.00% | £135 |
| £1,250 | 32.50% | £4,875 | 1.00% | £150 |
| £1,375 | 31.25% | £5,156 | 1.00% | £165 |
| £1,500 | 30.00% | £5,400 | 1.00% | £180 |
| £1,625 | 28.75% | £5,606 | 1.00% | £195 |
| £1,750 | 27.50% | £5,775 | 1.00% | £210 |
| £1,875 | 26.25% | £5,906 | 1.00% | £225 |
| £2,000 | 25.00% | £6,000 | 1.00% | £240 |
| £2,000+ | 25.00% | | 1.00% | |

*If the amount to be charged is greater than the standard rates, you will be provide with written confirmation.

Material Interest

We will act honestly, fairly and professionally known as conducting business in 'Clients best interest' regulations. Occasionally situations may arise where we or one of our other clients have some form of interest in business transacted for you. If this happens or we become aware that our interests or those of one of our other clients conflict with your interest, we will write to you and obtain your consent before we carry out your instructions, and detail the steps we will take to ensure fair treatment.

We have arrangements in place to ensure our clients are treated fairly, and we have a conflict of interest policy in place to help us manage the risks. You may ask for a copy of this policy at any time.

Rights to Cancel

We will inform you of your statutory right to cancel. The Distance Marketing Directive normally grants you 30 days in which you may cancel a life or pension contract. However there will be occasions where no statutory rights are granted, however this will be explained before any contract is concluded.

Complaints

In you wish to register a complaint, please write to Principle First, 7 Racecourse Road, Derry, BT48 7RB. or telephone 02871 273030.

If you cannot settle your complaint with us, you may be entitled to refer it to the Financial Ombudsman Service.

Compensation Scheme

We are covered by the Financial Services Compensation scheme (FSCS) if we cannot meet our obligations. This is dependent upon the type of business and the circumstances of the claim. Most types of investment business are covered by 100% of the first £30000 and 90% of the next £20000 so the maximum compensation is £48000. Further information about this compensation scheme arrangement is available from the FSCS.

Data Protection

The information you have provided is subject to the Data Protection Act 1998 (the 'Act'). By signing this document you consent to us or any company associated with us processing, both manually and by electronic means, your personal data for the purposes of providing advice, administration and management.

'Processing' includes obtaining, recording or holding information or data, transferring it to other companies associated with us, product providers, the FSA or any other statutory, governmental or regulatory body for legitimate purposes including, where relevant, to solicitors and/or other debt collection agencies for debt collection purposes and carrying out operations on the information or data.

We may also contact you or pass your details to other companies associated with us to contact you (including by telephone) with details of any other similar products, promotions, or for related marketing purposes in which we think you may be interested.

The information provided may also contain sensitive personal data for the purposes of the Act, being information as to your physical or mental health or condition; the commission or alleged commission of any offence by you; any proceedings for an offence committed or alleged to have been committed by you, including the outcome or sentence in such proceedings; your political opinions, religious or similar beliefs, sexual life; or your membership of a Trade Union.

If at any time you wish us or any company associated with us to cease processing your personal data or sensitive personal data, or contacting you for marketing purposes, please contact The Data Protection Officer on 02871 273030 or in writing at 7 Racecourse Road, Derry, BT48 7RB.

You may be assured that we and any company associated with us will treat all personal data and sensitive personal data as confidential and will not process it other than for a legitimate purpose. Steps will be taken to ensure that the information is accurate, kept up to date and not kept for longer than is necessary. Measures will also be taken to safeguard against unauthorised or unlawful processing and accidental loss or destruction or damage to the data.

Subject to certain exceptions, you are entitled to have access to your personal and sensitive personal data held by us. You may be charged a fee (subject to the statutory maximum) for supplying you with such data.

Law

This Client Agreement is governed and shall be construed in accordance with Northern Ireland Law and the parties shall submit to the exclusive jurisdiction of the Northern Ireland Courts.

Termination

The authority to act on your behalf may be terminated at any time without penalty by either party giving seven days notice in writing to that effect to the other, but without prejudice to the completion of transactions already initiated. Any transactions effected before termination and a due proportion of any period charges for services shall be settled to that date.