

# Aviva Investors Investment ISA



## Additional Permitted Subscription Allowance – Valuation Request

Please answer all questions in CAPITAL LETTERS.

Once you have completed this request form, please return it to Aviva Investors UK Fund Services Limited, PO Box 10410, Chelmsford CM99 2AY.

A copy of this completed request form is available on request.

This is a request for a valuation of the additional permitted subscription (APS) allowance arising from the ISA(s) which your spouse/civil partner held with us. By completing this form you are confirming to us that you are the person eligible to make additional permitted subscriptions following the death of your spouse/civil partner. This will enable us to confirm the value of your APS allowance.

We will tell you this APS allowance in writing, following which you will then need to complete an APS application form to tell us how you would like your additional permitted subscription to be invested. In the APS application form, you will be required to stipulate whether you are subscribing under your APS allowance either in cash or “in specie”, being where the shares or units which your spouse/civil partner held in their ISA are transferred directly to your ISA (without having to be sold and the APS subscription made in cash). That application form should then be returned to us together with either our Bereavement Form completed by the executor(s) / personal representative (where you are making a cash or in specie transfer) or with your payment.

Aviva Investors will allow multiple subscriptions to be made in respect of the APS allowance, subject to the overall amount of the APS allowance. To the extent that you only subscribe for part of the APS allowance, but at a later date then wish to further subscribe for some or all of the remaining balance of the APS allowance, you will need to complete a further APS application form. However, ISA rules require that all subscriptions to an APS allowance are made within, in the case of an “in specie” APS, 180 days of beneficial ownership passing to you or, in the case of any other APS, within 3 years of the date of death, or 180 days after the estate is complete if later.

**Please be aware that once a subscription has been made with us in respect of an APS allowance, any future subscriptions under that APS allowance must also be made with us.**

Please see the Additional Permitted Subscriptions Guide for further information.

## 1. Personal details

**Title**

**Forename(s)**

**Surname**

**Address**

**Date of birth**

**Daytime telephone number**

**Email address**

**If you already hold an ISA with us, please state your existing client reference number**

**National insurance number**

**This is a Government requirement and must be supplied. You should be able to find your National Insurance Number on a payslip, form P60, notice of coding or tax return. Otherwise your employer or tax office may be able to help. If you are in receipt of a state pension, your National Insurance Number may be shown on your bank statement next to any state pension payments you've received.**

If you do not have a National Insurance Number, please tell us why in the space below.

## 2. Details of the deceased

<b>Title</b>	<input type="text" value="Mr / Mrs / Miss / Ms"/>
<b>Forename(s)</b>	<input type="text"/>
<b>Surname</b>	<input type="text"/>
<b>Permanent residential address of the deceased at their date of death</b>	<input type="text"/>
	<input type="text"/>
	<input type="text" value="Postcode"/>
<b>Deceased's date of birth</b>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="C"/> <input type="text" value="C"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
<b>Deceased's National Insurance Number (if known)</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>Date of death</b>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="C"/> <input type="text" value="C"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
<b>Date of marriage or civil partnership between you and the deceased</b>	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="C"/> <input type="text" value="C"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
<b>Deceased's client reference number</b>	<input type="text"/>

**Note:** If multiple ISAs were held by the deceased with us their value will be combined to form one APS allowance

## 3. Data protection

### Personal Information

We collect and use your personal information so that we can administer your valuation request.

You can view our full Privacy Notice at [www.avivainvestors.com](http://www.avivainvestors.com) or request a copy by writing to us at the address stated in the “Contacting us” section below. The data controller(s) responsible for this personal information is Aviva Investors UK Fund Services Limited.

### Contacting us

If you have any questions about how we use personal information, or if you want to exercise to your rights stated above, please contact our Data Protection Officer by writing to them at The Data Privacy Office, Aviva Investors (Floor 6), St Helen's, 1 Undershaft, London EC3P 3DQ or email [dpoffice@avivainvestors.com](mailto:dpoffice@avivainvestors.com)

## 4. APS eligibility declaration

**The Aviva Investors Investment ISA Terms & Conditions, Key Investor Information Document(s) and Supplementary Information Document are important and you should take time to read them. If there are any terms you do not understand you should ask for further information.**

- I am 18 years of age or over.
- I have read the latest Aviva Investors Investment ISA Terms & Conditions (to the extent that I will be applying to make the subscription to the APS allowance under the Aviva Investors Investment ISA) and am aware that I should retain a copy of these for my future reference.
- I have read and accept the Data Protection statement.
- I declare that the information given in this Form is correct to the best of my knowledge and belief.
- I am the surviving spouse/civil partner of the deceased.
- I was living with the deceased within the meaning of Section 1011 of the Income Tax Act 2007 at the date of the deceased's death (we were not separated under a court order, under a deed of separation, or in circumstances where the marriage or civil partnership had broken down).

Signature

Date  /  /

Name

Issued by Aviva Investors UK Fund Services Limited. Registered in England No. 1973412. Authorised and regulated by the Financial Conduct Authority. Firm Reference No. 119310. Registered address: 80 Fenchurch Street, London EC3M 4AE. An Aviva company. [www.avivainvestors.com](http://www.avivainvestors.com)

508582 - 26/11/2025