

Fund variation request

Aviva may apply a switch charge to any fund variation. For further details of when we would apply a switch charge please refer to your Terms & Conditions or contact us for further information.

Should you require further information please contact your financial adviser. Please note your financial adviser may charge you for any advice provided.

Please use BLOCK CAPITALS throughout.

To: **Aviva, Customer Services Department, PO Box 1550, Salisbury, SP1 2TW, England**
 Telephone: **+44 (0) 1722 415088**, Email: **olab@dgaviva.com**

	First policyholder	Second policyholder (if applicable)
Full name	<input type="text"/>	<input type="text"/>
Telephone	<input type="text"/>	<input type="text"/>
Policy Number(s)	<input type="text"/>	<input type="text"/>

Switch only (existing funds) **Redirection Only** (future funds) **Both**
 Complete section A only Complete Section B only Complete Sections A & B

A - Switch existing holdings to:

I/We (delete as applicable) request Aviva to vary the allocation of units in the policy/policies numbered above and to distribute **all** the units to funds as stated below at the percentages and currency shown. I'll/we'll use whole percentages only.

Fund	Currency	Percentage (%)
Total:		100%

B - Redirection of future premiums to:

I/We (delete as applicable) request Aviva to allocate future contributions to the policy/policies numbered above to the funds listed below at the percentages and currency shown. I/we wish this to be done at the next allocation of units after that date that Aviva receives these instructions at the address above. I'll/we'll use whole percentages only.

Fund	Currency	Percentage for each new fund (%)
Total:		100%

If you're unable to express your instructions in the above format, please give details here.

I/We confirm that I am/we are entitled to give this authorisation for the above request(s) and understand that the instructions will operate in accordance with the current terms and conditions for fund variation.

First policyholder

Second policyholder (if applicable)

Signature(s)

Date

D	D	M	M	Y	Y	Y	Y
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D	D	M	M	Y	Y	Y	Y
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Signature(s) of
Trustee(s) or
Assignee(s)

Signatures

If the policy is assigned or written under trust, the signatures of the Assignees (or their nominated signatories) or all of the trustees are required, unless the trust form specifically allows the Member/ Policyholder to vary funds acting alone.

Fund Links

The maximum number of funds in which a bond can be invested is 10 at any one time. A plan may also be invested in up to 10 funds at any one time.

Switching

Any switching instructions will be carried out at the bid price determined at the pricing of the fund immediately following receipt of the form, correctly completed and signed, at Aviva's Salisbury Office, unless it is considered necessary to defer switching of units in accordance with the policy conditions.

In all cases where a switch out of the With Profit fund is possible, a market value reduction (MVR) may apply to reduce the value of the units before the switch.

If you have any queries regarding this fund variation form please contact your financial adviser or Aviva.

Get in touch

If you have any questions, you can:



Call us on **+44 (0) 1722 415088**
at the following times: **Monday to Friday**
between 8am and 5pm.

- We may record calls to improve our service.
- Calls may be charged and these charges will vary, please speak to your network provider.



Email us at **olab@dgaviva.com**



Write to us at **Aviva, PO Box 1550,**
Salisbury SP1 2TW, England

Need this in a different format?

Please get in touch if you'd prefer this form (**HL71004**)
in large print, braille, audio or in a different colour.

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Registered in Ireland No. 165970. Registered office at Building 12, Cherrywood Business Park,
Loughlinstown, Co Dublin, D18 W2P5 Ireland. Aviva Life & Pensions Ireland Designated Activity Company,
trading as Aviva Life & Pensions Ireland and Friends First, is regulated by the Central Bank of Ireland.
Firm Reference Number C757.
Calls to Aviva may be recorded.

Tel +353 (0)1 898 7950 olab.aviva.com

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