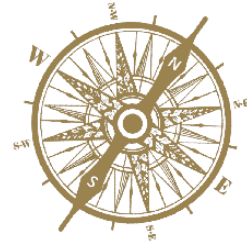


The McNish Partnership

Trading name of Hicks & McNish LLP
907 Dumbarton Road, Glasgow, G11 6NB
Tel: 0141 334 5541



Ongoing Service Proposition

This document must be read in conjunction with our Client Agreement

Our Planning Process

Our initial recommendations are only the start of taking care of you and your money.

Legislation, taxation and financial markets change constantly, as do your circumstances and needs. The plans we recommend can adapt, but they must be monitored and adjusted to ensure money is in your hands at the right time. We provide this through an annual cycle of:



Monitoring

We monitor key funds. If dramatic and detrimental changes occur, we notify you and recommend action. Our panel of key funds is reviewed quarterly.

Valuation & Commentary

For those with a portfolio of £200,000 or more, we value your individual portfolio every six months and assess it against your risk profile and asset allocation, and we check fund performance for any changes.

We also look at the wider economic picture and write to you with recommendations for any changes that seem prudent.

Annual Review

Once a year, we catch up on your situation and update our information. This can be face to face, over the phone, online or by letter, depending on your preferences and any practical considerations.

Analysis & Report

We analyse the updated information to see if any adjustments are needed. A report is then prepared with our advice and recommendations.

Review Discussion

We go through our report to explain our recommendations and agree on any actions required.

Implementation

If actions are necessary, we organise the paperwork and check that everything has been completed correctly.

Ongoing Planning

Once you have established your needs and priorities, we work out how to organise your finances to best achieve your aims.

We can help work out how much you can afford to spend, save or give away, without endangering your financial security. We try to avoid giving the tax man more than his fair share, or have you scrimping and scraping unnecessarily. We use simple calculations, clear examples and cashflow charts to illustrate the possibilities and to help you make difficult but important decisions.

Estate planning, trust, tax and pension issues are also part of our comprehensive planning service. This can include liaising with your accountant or solicitor.

Where complicated analysis is required, an additional fee may be incurred. A detailed quotation would be provided in advance, and no work would commence or fee be incurred until this was agreed. For example, if a report on pension sharing on divorce was requested, we would charge an additional £750.

Investment Proposition

Through discussion, we establish your priorities in life and what you need from your money. Having determined your attitude to investment risk, tolerance for loss and timescales, we put together a portfolio designed to achieve the maximum return for the appropriate level of risk selected.

Hicks & McNish LLP recognises that the largest single factor in reducing risk and achieving returns is diversification in asset classes, and we blend funds to achieve these objectives. We use both passive and active funds to control costs and add value. Using a combination of our own judgement and experience, and information provided by Dynamic Planner, Financial Express, Morningstar and Rayner Spencer Mills, we filter funds and carry out due diligence to arrive at a select group of key funds, which we use to construct a portfolio for you.

Contacting Us

As questions arise and circumstances change, you may wish to talk to your adviser, who will always be your primary contact. They will know you and your circumstances. If they are not available, another qualified, experienced adviser will be.

This advice goes beyond the detail of your investments and wealth planning and touches on most aspects of your life.

We are a small firm; where your queries are of an administrative nature, our staff will know you and can answer your questions.

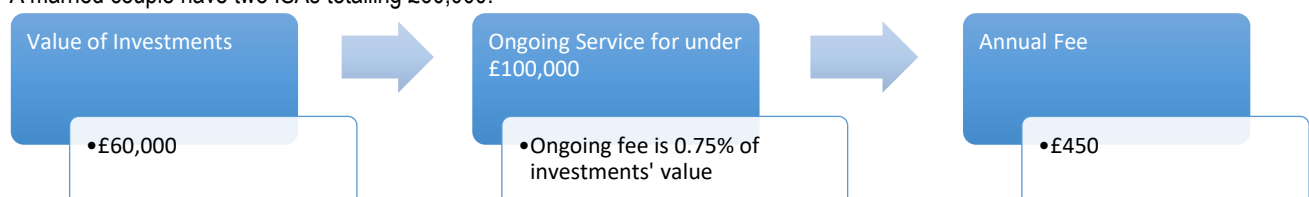
The Cost of Our Services

Where investments total less than £100,000 at the annual valuation, the annual fee is 0.75%. If the total exceeds £100,000 at the annual valuation, the fee is 0.60%. If the total exceeds £1,000,000 at the annual valuation, the fee is 0.40%.

The total is calculated from all assets that we monitor, and assets are combined for spouses.

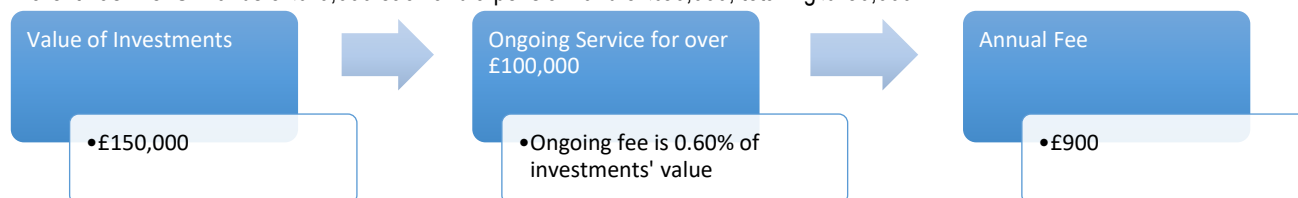
Example 1

A married couple have two ISAs totalling £60,000:



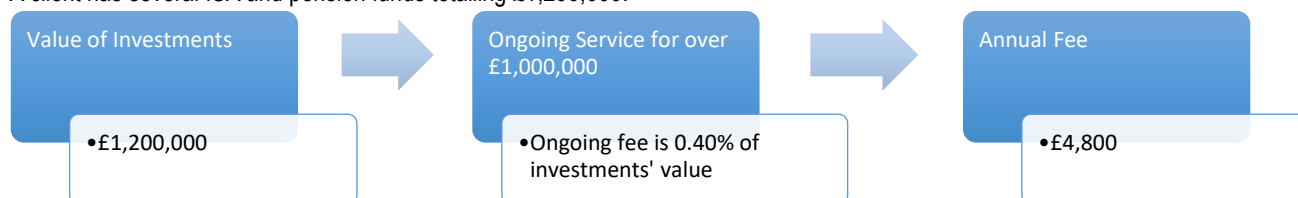
Example 2

A client has five ISA funds of £20,000 each and a pension fund of £50,000, totalling £150,000:



Example 3

A client has several ISA and pension funds totalling £1,200,000:



Where the value of your investment rises, the fees for this service will increase. Conversely, if the value of your investment falls, the cost of this service will decrease. This links our remuneration to the value we add, the complexity of larger portfolios, and the research, updating and monitoring we undertake. It also aligns our interest with the value of our clients' funds, providing an added incentive to maintain and increase their value.

How You Pay for Our Services

You can choose to pay these fees directly or by deduction from the investment(s) you hold through us, where the provider can facilitate this. Should you wish to pay directly, you can spread the payment over a 12-month period by standing order. At each anniversary of this agreement, we will revalue your portfolio and notify you of any revised annual charges due to any fluctuation in your investment(s).

Where the level of ongoing service has been agreed, these fees are deemed to commence immediately and are payable (monthly) in arrears. You can choose to cancel this at any time by providing us with written confirmation of your decision. Payments would then cease within 30 days, or after collection of any due proportion of any period charges, if later.

DECLARATION

I/We wish to subscribe to the Ongoing Service. ☐

I/We do **not** wish to subscribe to the Ongoing Service. ☐

The cost will be **0.75% / 0.60% / 0.40% pa**, based on your current investments. This may change if the value of your investment goes above/below £100,000 or above/below £1,000,000.

My/Our preferred method of paying these costs is:

By deduction from the contract (where possible) ☐ By direct payment ☐

You should note that when paid through the contract, your personal tax thresholds and/or exemption levels may reduce. Where this happens, we will discuss it with you and confirm it in your personalised report.

Signed

Name

Date

Signed

Name

Date

This document must be read in conjunction with our Client Agreement.