Sanford DeLand
ASSET MANAGEMENT
Business Perspective Investors

tutman.

Reset form

TM Sanford DeLand Funds

Stocks and Shares ISA

Additional Permitted Subscription (APS) Transfer Form

This form can be used to:

- ✓ Transfer an APS allowance to a Tutman APS ISA (where your late spouse/civil partner held ISA(s) with another ISA manager).

This form cannot be used to:

- x Make an additional cash subscription to an existing Tutman APS ISA (please refer to the TM SDL subscription form).

Please read before completing the transfer form

- Where "I" is used in this Application Form, it refers to all the signatories below, and the Declaration is made by each signatory on behalf of all signatories.
- Please read the Key Investor Information Document and the Supplementary Information Document for the relevant share class of the Fund(s) you wish to invest in or transfer into. Copies are available on our website www.tutman.co.uk, by calling 0345 1136 965 or emailing info@tutman.co.uk.
- Please ensure you have read the Tutman Terms & Conditions. (www.tutman.co.uk/terms-conditions).
- Please tick/complete this form, as applicable, using BLOCK CAPITALS and blue or black ink.

Once you have received confirmation that your account has been opened and have been sent your registered account number and account name you may submit a transfer from. ***Please note that any transfers submitted before the account has been opened will not be placed.***

How do I instruct a transfer?
Please complete this transfer Form in full and return to your financial advisor or to administrator via one of the methods below.

Post/Recorded Delivery/Courier: Thesis Unit Trust Management Limited – Sanford DeLand Asset Management, PO BOX 12248, Chelmsford, Essex CM99 2EG
Fax number: 0330 123 3751

General enquiries: 0345 1136 965

Please Note: This transfer Form, when accepted by the Administrator on Tutman's behalf, will constitute a binding contract and be evidenced by the issue of a contract note, which is a confirmation statement detailing each order executed on your behalf. No other acknowledgement will be issued at the time of investment and only in the event of a query will there be further communication.

Section A: Additional Permitted Subscription (APS) ownership details

Account Number

Account Name

Details of the deceased

Title

Surname

Forename(s) in full

Address at date of death:

Address Line 1:

Address Line 2:

Address Line 3:

Postcode:

Date of Birth (dd/mm/yy)**:**

National Insurance Number* (NINO):

Date of death (dd/mm/yy)**:**

Date of marriage or civil partnership:
(Please provide copy of your marriage/civil partnership certificate)

Marriage or civil partnership relationship to applicant? Spouse ◯ Civil Partner ◯

Deceased's existing Tutman ISA client identification number (if applicable):

APS Allowance Subscription Information

I wish to subscribe. £ from my APS allowance in respect of the deceased and wish to make my subscription to a Tutman APS ISA.

In cash ◯ or In specie ◯ (By the transfer of the deceased's existing ISA investments in Tutman funds that have remained with the ISA manager or nominee) to the amount or value as at date of death if lower.

Please be aware that once a subscription to an APS allowance has been made, any future subscriptions under that APS allowance MUST be made to this ISA manager along with an APS Subscription Eligibility Declaration.

*Please note that only Tutman managed funds can be held within a Tutman ISA. When selecting the 'In specie' transfer option any other investments will be transferred as cash, to the amount or value as at the date of death if lower.

Investment Choice

Please choose which Funds you wish to invest in and insert an amount in the appropriate box(es) below.

Fund	Amount	ISA/ Transfer
The Sanford DeLand Funds		
TM SDL UK Buffettology Fund General Income Shares		%
TM SDL UK Buffettology Fund General Accumulation Shares		%
Total	**£**	**100%**

Income Shares: *Your share of the net income of the Fund is paid to you in cash unless you have elected to reinvest the income, whereby additional shares will be purchased at no cost. If you have chosen income shares, please complete the following section: Income payments.*

Payment Method

○ Cheque enclosed payable to Thesis Unit Trust Management Limited.

○ Electronic transfer to Thesis Unit Trust Management Limited (Please make your payment using your surname as the reference.)

Account: THESIS UNIT TRUST MANAGEMENT LTD CORPORATE DEALING ACCOUNT
Account Number: 17419571
Sort Code: 16-00-15
Swift: RBOS GB 2L
IBAN: GB34 RBOS 1600 1517 4195 71

Income withdrawal by share encashment

You can choose to receive a monthly cash amount by encashing some of the shares in your investment. Please ensure you complete your bank account details on page 6. Please choose where you want your cash withdrawn from and insert the amount in the appropriate box(es) below (minimum £50 per Fund and per investment option, per month to the nearest whole pound).

Fund	**Monthly income withdrawal**
TM Sanford DeLand Funds	
TM SDL UK Buffettology Fund General Income Shares	
TM SDL UK Buffettology Fund General Accumulation Shares	

Please bear in mind that the higher the level of cash withdrawal, the greater risk of capital erosion.

Income Payments

Please choose how you would like to receive any income generated from your investment.

If you do not tick either of these boxes, your net income will automatically be reinvested.

◯ Income sent direct to your bank/building society
(Please ensure that you complete your bank details on page 6)

◯ Income reinvested to purchase more shares

Bank/Building Society details for redemptions and income distributions

Please complete your account details below so that we can make any income payments or redemption payments to your bank or building society. In order to verify the account, we require EITHER:

- An original voided cheque;
- An original paying in slip;
- A bank statement not older than six months, an original or a copy certified by an appropriate person (solicitor, accountant or your bank/building society manager). Internet based bank statements are not acceptable.

Please inform us if you change your bank account, as you will need to provide new evidence so we can verify the account. Bank/ Building Society:

Bank/Building Society:	
Address Line 1:	
Address Line 2:	
Address Line 3:	Postcode:
Name of account to be credited	
Account Number:	Sort Code:
Building Society reference or roll number	

Adviser/Agent Details

Financial advisers/agents, please complete the following section

As adviser/agent on the deal, I/we certify that:

- The identity of the above-named investor(s) has/have been verified by me/us in accordance or at a level exceeding the standard evidence set out in the guidance for the UK financial sector issued by the Joint Money Laundering Steering Group (JMLSG)
- The documentary evidence to support the identification is held by me/us and can be produced on demand.

Financial adviser/agent name:
Company name
Financial services register number:

Stamp (including registered address)

Signature

Date

Thesis Unit Trust Management Limited will not pay commission to any financial adviser or facilitate adviser charging in respect of these investments.

Adviser Authorisation

Where "I" is used, it refers to each of the signatories, and the Declaration is made by each signatory on behalf of all signatories.
I, the applicant, authorise Thesis Unit Trust Management Limited to accept instructions, as relates to the below

Please tick the appropriate box(es).

- ☐ Obtain information about investments held, including valuations and transaction history
- ☐ Update information on the account, such as correspondence address
- ☐ Provide dealing instructions

If at any later date I no longer wish the adviser/agent to be authorised to provide instructions, I will advise Thesis Unit trust Management Limited in writing, and acknowledge that the authorisation given will remain effective until that revocation has been received by Thesis Unit Trust Management Limited, or until such later date as I shall specify.

Signature

Date

Declaration and signature(s)

The Declaration and Authority

Where "I" is used in this Application Form, it refers to each of the signatories below, and the Declaration is made by each signatory on behalf of all signatories.

I apply to make the investment(s) in the fund(s) specified and confirm that I have received financial advice/ not received financial advice (delete as appropriate).

I authorise Thesis Unit Trust Management Limited (Tutman) to make any income payments, as instructed, and/or redemption payments to the bank or building society shown in preceding pages. Tutman does not accept any responsibility for the quotation of building society account numbers and the quotation of any such number(s) is entirely at the risk of the investor.

I understand that Tutman is utilising the delivery versus payment exemption for the purpose of settling a transaction in relation to units in a regulated collective investment scheme and therefore my money may not be treated as client money for the period up to the close of business on the business day following the date of receipt of the money.

I declare that the information provided on this form is to the best of my knowledge and belief, accurate and complete. I agree to notify Tutman immediately in the event the information in relation to tax residency changes.

In line with current money laundering regulations, I accept that Tutman will undertake a search, including with a credit reference agency, for the purposes of verifying my identity. To do so the credit reference agency may check the details I supply against any particulars on any database (public or otherwise) to which they have access. They may also use my details in the future to assist other companies for verification purposes. A record of the search will be retained. I may also be required to provide further information in order for you to verify my identity.

Data Protection

I agree to the following:

- The information I provide on this application form (or subsequently provide) will be held and processed by Tutman as data controller for the purposes of General Data Protection Regulation and the Data Protection Act 2018.
- Tutman may hold and process personal information including sensitive personal data for the administration of the service(s) for which I am currently applying or may apply for in the future, for the operation of my investment in units or shares (e.g. for registration and distribution purposes), for the purposes of statistical analysis by this company or other companies in the Thesis group. This data may be held for up to seven years after my investment ceases, in line with applicable law.
- Tutman may transfer information to other companies in the Thesis group of companies for any of the above purposes. Such third-party agents may be in countries located outside of the UK or the European Economic Area (EEA). Tutman will take steps to ensure that my privacy rights are respected since these countries may not have comprehensive data protection and other laws as countries inside the UK or the EEA.
- Further information about how Tutman may use data is available in the privacy notice, which can be accessed at: www.tutman.co.uk/privacy-policy
- If you would like your personal data to be used for marketing purposes, please tick this box ☐
- Where a financial adviser acts on my behalf, Tutman will disclose information concerning my investment to that financial adviser.
- Save as noted above, Tutman will not provide to any other third party any information relating to me, unless I have given my consent or unless Tutman is required to do so by law.
- I am entitled to request details of information Tutman may hold about me and to require Tutman to correct any inaccuracies in my personal data.
- I declare that I am aged 18 years old or older

APS Eligibility Declaration

This section must be completed to confirm the investor is eligible to make an additional permitted subscription to an ISA in respect of the deceased named on this application.

I declare that:

- 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 has broken down).
- The subscription is made under the provisions of regulation 5DDA of the ISA regulations (APS).
- I am aged 18 or over.
- I have read and understood the Terms and Conditions
- All subscriptions made, and to be made, belong to me.
- This application form has been completed to the best of my knowledge and belief. I will notify Tutman without delay of any change in the information given.
- The subscription is being made:
  - In the case of 'in specie' subscriptions, within 180 days of beneficial ownership passing to me.
  - In the case of cash subscriptions, within 3 years of the date of death, or if later, 180 days of the completion of the administration of the estate.
- That the information provided on this form is to the best of my knowledge and belief, accurate and complete. I agree to notify Tutman immediately in the event the information in relation to tax residency changes.

I authorise Tutman:

- To receive and hold my cash subscriptions, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash in the ISA.
- To make on my behalf any claims to relief from tax in respect of the ISA investments.

Signature	Date

Section B: Additional Permitted Subscription (APS) Transfer Authority

Complete this section only if you wish to transfer your APS allowance to a Tutman APS ISA, where the your late spouse/civil partner held ISA(s) with an ISA manager other than Tutman.

If the deceased held ISAs with multiple ISA managers please complete an additional APS Transfer Authority for each.

Investor details

Title	Surname	Forename(s) in full

Permanent residential address:

Address Line 1:

Address Line 2:

Address Line 3: Postcode:

Date of Birth (dd/mm/yy) **:**

National Insurance Number* (NINO):

Details of the deceased

Title	Surname	Forename(s) in full

Address at date of death:

Address Line 1:

Address Line 2:

Address Line 3: Postcode:

Date of Birth (dd/mm/yy)**:**

National Insurance Number* (NINO):

Date of death (dd/mm/yy)**:**

Date of marriage or civil partnership:
(Please provide copy of your marriage/civil partnership certificate)

Marriage or civil partnership relationship to applicant? Spouse ◯ Civil Partner ◯

APS Allowance Transfer Information

Name of deceased's ISA manager:

Title	Surname	Forename(s) in full

Address of deceased's ISA manager:

Address Line 1:	
Address Line 2:	
Address Line 3:	Postcode:

Deceased's existing ISA account number(s):

Aggregated value of APS allowances in respect of ISAs held by the deceased at their date of death (APS value)	£

Please be aware that an APS allowance can only be transferred once and only where no subscriptions have been made under that APS allowance. Once transferred, subscriptions may only be made in cash. If multiple ISAs were held by the deceased with the ISA manager, their value will be combined to form one APS allowance.

APS Eligibility Declaration

This section must be completed to confirm the investor is eligible to transfer an additional permitted subscription allowance in respect of the deceased named on this authority form.

I declare that:

- 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 has broken down);
- I have not subscribed to and will not subscribe to the additional permitted subscription allowance with the existing ISA provider of the deceased in respect of the deceased named on this application;
- I intend to make an additional permitted subscription allowance to Thesis Unit Trust Management Limited (Tutman).

I authorise the existing ISA provider of the deceased as specified above to provide Tutman with any information, written or non-written, concerning the APS allowance and former ISA in respect of myself and the deceased and to accept any instruction from them relating to the APS allowance being transferred.

I understand that the transfer of my APS allowance may be delayed if this Transfer Form is not complete in all respects.

I declare that this APS transfer application form has been completed to the best of my knowledge and belief.

Signature	Date

Transfer Acceptance:

The Investor detailed above has notified us that they wish to make an additional permitted subscription to a Tutman APS ISA and wishes to transfer their APS Allowance from the Deceased's ISA manager detailed above to Tutman.

Tutman is willing to accept this APS allowance transfer in line with the investor's instructions above. We confirm that, subject to relevant checks, we are willing to accept an additional permitted subscription application from the investor.

Instructions to the Existing ISA Manager

Please:

- Transfer the APS allowance as detailed above to Tutman as soon as possible.
- Acknowledge receipt of these instructions to the below:
  Thesis Unit Trust Management Limited – Sanford DeLand Asset Management Ltd
  PO Box 12248, Chelmsford, Essex, CM99 2EG.
- Supply Tutman with any information they require about the APS allowance and comply with all instructions given to you by Tutman regarding the transfer of cash and/or shares.
- Liaise with Tutman whom I have already informed of my transfer request and send a closing statement of the APS to Tutman.

Send the completed form to:

Thesis Unit Trust Management Limited – Sanford DeLand Asset Management,
PO Box 12248, Chelmsford, Essex, CM99 2EG

Tutman is a trading name of Thesis Unit Trust Management Limited and its registered trade mark and property. Tutman is authorised and regulated by the Financial Conduct Authority Number 186882. Registered in England and Wales No 03508646. Registered Office: Exchange Building, St John's Street, Chichester PO19 1UP.

17/06/25

APPENDIX 1 - TUTMAN PRIVACY NOTICE (INVESTORS)

This notice sets out how TUTMAN and the Administrator will process personal information in relation to your investment (as data controller and data processor respectively)

This Privacy Notice explains what personal data (information) we hold about you, how we collect it, and how we use and may share information about you. We are required to notify you of this information under data protection legislation. Please ensure that you read this notice and any other similar notice we may provide to you from time to time when we collect or process personal information about you.

Who collects the information?
Thesis Unit Trust Management Limited, TUTMAN LLP and Tutman Fund Solutions Limited ("TFSL") (trading as "TUTMAN") are data controllers and gather and use certain information about you in their capacity as managers of authorised funds ("Funds"). At the date of this Privacy Notice, TUTMAN has appointed a number of third parties as registrar, fund accountant and transfer agents to the Funds, as set out in each Fund's prospectus (the "**Administrator**"). TFSL performs the function of the Administrator in relation to most of the Funds where it is the authorised fund manager.

What information do we collect about you?
We collect your name, address (including proof of name and address), signature, photo identification, personal and work contact details (email address and phone numbers), job title and employer name, nationality/dual nationality, citizenship, tax residency, date of birth, passport details, national insurance number and other tax details, adviser details (where relevant), investment details, banking details, family connections, source of funds, details of any complaints made, data received from due diligence investigations (such as anti-money laundering, politically exposed persons and sanctions checks), fraud enquiries, recordings of telephone conversations and electronic communications with our staff and information about your mental health where a power of attorney is provided.

How do we collect the information about you?
Where your details are provided to TUTMAN as a consequence of your investment in any of the Funds, then TUTMAN, acting as a data controller may itself, or through the Administrator, process your personal information if you are an individual investor or that of your directors, officers, employees and/or beneficial owners where you are an institutional investor. When processing your personal information, there may also be times where the Administrator will act as an independent data controller in respect of your personal information. For the avoidance of doubt, the Administrator will not at any time be acting as a joint controller with the Fund. In connection with this, please note the following:

Purposes of Processing and Legal Basis for Processing
Your personal data may be processed by TUTMAN or the Administrator (or any of their affiliates, agents, employees, delegates or sub-contractors) for the following purposes:

- to facilitate the opening of your account with the Fund, the management and administration of your holdings in that Fund and any related account on an on-going basis (the "**Services**") which are necessary for the performance of your investment in the Fund, including without limitation the processing of redemption, conversion, transfer and additional subscription requests and the payment of distributions;

- in order to carry out anti-money laundering checks and related actions which TUTMAN considers appropriate to meet any legal obligations imposed on TUTMAN relating to, or the processing in the public interest or to pursue TUTMAN's legitimate interests in relation to, the prevention of fraud, money laundering, terrorist financing, bribery, corruption, tax evasion and to prevent the provision of financial and other services to persons who may be subject to economic or trade sanctions, on an on-going basis (collectively "AML checks"), in accordance with TUTMAN and the Administrator's anti-money laundering procedures;

- to report tax related information to tax authorities in order to comply with a legal obligation;

- to monitor and record telephone calls and electronic communications for (i) processing and verification of instructions, (ii) investigation and fraud prevention purposes, (iii) for crime detection, prevention, investigation and prosecution, (iv) to enforce or defend the Fund, TUTMAN and/or its affiliates, itself or through third parties to whom it delegates such responsibilities or rights in order to comply with any legal obligation imposed on TUTMAN, (v) to pursue the Fund or TUTMAN's legitimate interests in relation to such matters; or (vi) where the processing is in the public interest;

- to disclose information to other third parties such as service providers of the Fund appointed by TUTMAN, auditors, regulatory authorities and technology providers in order to comply with any legal or regulatory

obligation imposed on the Fund, TUTMAN or the Administrator or in order to pursue the legitimate interests of the Fund, TUTMAN or the Administrator;

- to monitor and record telephone calls for quality, business analysis, training and related purposes in order to pursue the legitimate interests of the Fund, TUTMAN or the Administrator to improve their service delivery;

- to update and maintain records and carry out fee calculations in order to pursue the legitimate interests of the Fund, TUTMAN or the Administrator or in order to comply with any legal obligation imposed on the Fund or TUTMAN nor the Administrator, and which are necessary for the Fund's, TUTMAN's or its affiliates', the Administrator's or its affiliates' legitimate interests indicated above and/or where the processing is in the public interest; and

- to monitor and assess the outcomes retail customers receive by requesting customer feedback including by using surveys.

Recipients of Data
TUTMAN may disclose your personal information as follows:

- to the service providers, including the Administrator, and their affiliates and approved sub-contractors, and other third party service providers engaged by TUTMAN on behalf of the Funds in order to process the data for the above mentioned purposes, including Thesis Services Limited, an associated company and, in the case of TFSL, to staff employed by Thesis Unit Trust Management Limited and vice versa;

- to competent authorities (including tax authorities), courts and bodies as required by law or requested or to affiliates for internal investigations and reporting;

- to the Administrator and/or its affiliated as joint controllers:

    - to create a single source record, relating to you as an investor, which is held, maintained and used by the Administrator and its affiliates as joint controllers in pursuance of the Administrator's, its affiliates' and the Fund's legitimate interests;

    - where you subscribe to use the Administrator's investor portal functionality, for the purposes of the performance of the Administrator's agreement with you in relation to your use of that portal functionality, including for security in connection with the portal;

    - to retain AML checks and other records of individuals to assist with the subsequent screening of them by the Administrator or its affiliates, including in relation to other funds or clients of the Administrator or any of its affiliates in pursuance of the Administrator's, its affiliates' or its clients' legitimate interests and to meet any legal obligations imposed on the Administrator or its affiliates;

- to the depositary or the trustee of the Fund in which you invest for compliance with their regulatory obligations in relation to the Fund;

- to professional advisers; and

- to potential purchasers of some or all of our business or on a restructuring.

In any case where TUTMAN shares your personal information with a third party processor (including, as appropriate, the Administrator and its affiliates), the use by that third party of your personal information will be subject to the third party's own privacy policy, a copy of which can be obtained from the Head of Compliance – please see "How to Contact Us" below for contact details. Recipients with whom we share your personal data as an investor in a Fund, and why we may need to share it, are set out in our list of personal data recipients, which will be updated from time to time. A hard copy can be obtained from the Head of Compliance – please see "How to Contact Us" below for contact details.

Usually, information will be anonymised but this may not always be possible. The recipient of the information will be bound by confidentiality obligations.

We seek to ensure that our information collection and processing is always proportionate. We will notify you of any changes to information we collect or to the purposes for which we collect and process it.

Where we provide links to websites of other organisations, this privacy notice does not cover how that organisation processes personal information. We encourage you to read the privacy notices on the other websites you visit.

Where information may be held
Information may be held at TUTMAN's offices, the Administrator's offices and the offices of any of their affiliates, agents, employees, delegates or sub-contractors. The disclosure of personal information to the third parties set out above may involve the transfer of data to the USA and other jurisdictions outside the UK. Such countries may not have the same data protection laws as the UK. We will, however, put in place appropriate security procedures in order to protect your personal information. Where your information is transferred to any country outside the UK, we ensure that this is done using specific legally approved safeguards. You can request further details and a copy of these safeguards by contacting us (see "**How to contact us**" below).

Retention period
TUTMAN and the Administrator will retain your personal information for as long as required for TUTMAN or the Administrator to perform the Services and/or carry out the purposes for which the data was collected, or perform investigations in relation to same and/or for additional periods where legal/regulatory obligations mandate that TUTMAN or the Administrator retains your personal information. We have a regulatory requirement to retain records for six years to enable the Funds and TUTMAN to comply with the Financial Conduct Authority Rules and The Open-Ended Investment Company Regulations 2001, as amended from time to time. We will require a reasonable number of working days to complete the deletion of your personal data from our systems and those of the recipients with whom we share your data.

Updates to Personal Data
TUTMAN will use reasonable efforts to keep your personal information up to date. However, you will need to notify the Fund and the Administrator without delay in the event of any change in your personal circumstances, so that TUTMAN can keep the personal information up to date. Please contact us by calling 01243 531234 or by emailing info@tutman.co.uk if you require the Administrator's contact details to do this.

Subject Access Request
You have the following rights, in certain circumstances, in relation to your personal information:

- Right to access your personal information.
- Right to ask where and how your personal information is being stored.
- Right to rectify your personal information.
- Right to restrict the use of your personal information (in certain specific circumstances).
- Right to request that your personal information is erased where there is no good reason for us to continue to process it.
- Right to object to processing of your personal information where we are relying on a legitimate interest (or that of a third party).
- Right to data portability.

Please contact compliance@tutman.co.uk if you would like to correct or request access to information or request information be erased that we hold relating to you or if you have questions about this notice. We will respond to your request within one month of receipt of your request. In some cases we may not be able to fulfil your request to exercise the right before this date, and may need to request more time. Where we cannot provide a full response to you for any reason, we will let you know about this in our initial reply to your request. In most circumstances there will be no charge for providing this information. TUTMAN will only charge a fee if the request is manifestly unfounded or excessive, especially if it is repetitive, or the request is for further copies of the same information.

You can also request the information (above) verbally but we recommend you also do this in writing so that you have a record of your request. Please see the "How to contact us" section in this notice.

TUTMAN is required to respond to your request within one calendar month of receiving your request.

Where TUTMAN or the Administrator requires your personal information to comply with AML checks or other legal requirements, failure to provide this information means TUTMAN may not be able to accept you as an investor in the relevant Fund.

Cookies
For users of our website, www.tutman.co,uk, web browser cookies, which are small text files, are placed on your computer to store information such as your IP address or other identifier, your browser type, and information about the content you view and interact with on our website. This information is used to remember your preferences and settings, remember information you may enter online, to keep you logged on to portals that we may offer, to generate statistics about how visitors use our website and to improve our website. Cookies do not give us access to your computer or any information about you, other than the data you choose to share with us.
For more information on the cookies we use and why, please go to www.tutman.co.uk and refer to the Cookie Policy. You can choose to accept or decline cookies via your browser settings. To find out how to manage and delete cookies, visit Managing Cookies | About Cookies. To opt out of being tracked by Google Analytics across all websites visit Privacy controls in Google Analytics – Analytics Help.

Opting not to use cookies may prevent you from taking full advantage of the website.

How we keep your information secure
We acknowledge that the information you provide may be confidential and will maintain the confidentiality of and protect your information in accordance with our normal procedures and all applicable laws. We have appropriate technical and organisational measures in place to prevent personal information from being accidentally lost, or used or accessed in an unauthorised way. We limit access to your personal information to those who have a genuine business need to know it. Those processing your information will do so only in an authorised manner and are subject to a duty of confidentiality. This also extends to our subcontractors.

We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data. Any transmission is at your own risk. Once we have received your information, we will use procedures and security features to try to prevent unauthorised access.

How to complain
If you consider that the processing of personal data relating to you carried out by TUTMAN or its service providers infringes data protection law, you have the right to lodge a complaint with the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF (or at the relevant regional office for Scotland, Wales or Northern Ireland, details of which are available at About the ICO | ICO), via the Live Chat link at Make a complaint | ICO or by telephone on 0303 123 1113.

Changes to our Privacy Notice
We will keep this Privacy Notice under regular review. Any changes we make to our Privacy Notice will be posted on our website at www.tutman.co.uk or can be requested by email from the Director of Compliance at compliance@tutman.co.uk or by writing to The Director of Compliance, TUTMAN, Exchange Building, St John's Street, Chichester, West Sussex PO19 1UP. This Privacy Notice was last updated on 15 July 2025.
Do you need extra help?
If you require any **additional support** (for example, you require this document in large print, braille or audio), please get in touch with us.

If you are deaf, have hearing loss or are speech impaired, you can contact us by using the **Relay UK** service. You can do this either by using the free app on your smartphone, tablet or computer, or by dialling 18001 before our number using your textphone. The Relay UK service is free, you will only pay your normal charges for the call.
How to contact us
If you have any questions about our use of your personal information, please contact us by email at compliance@tutman.co.uk, or by writing to The Director of Compliance, TUTMAN, Exchange Building, St John's Street, Chichester, West Sussex PO19 1UP or by calling 01243 531234, Monday to Friday between 9am and 5pm.

APPENDIX 2 - TUTMAN CONFLICTS OF INTEREST POLICY – SUMMARY

Tutman is committed to managing potential or actual conflicts of interest that might arise to prevent abuse and protect our fund investors, employees and other delegated parties.

Tutman is required to take all reasonable steps to identify, manage, record and, where relevant, disclose actual or potential conflicts of interest between itself (including our managers and employees and any person directly or indirectly linked) and our fund investors and delegated parties, and to have in place a policy relating to conflicts of interest. This includes conflicts that may arise where Tutman undertakes to operate, establish or wind-up collective investment schemes and to manage both AIFs and UK UCITS.

Tutman's Conflicts of Interest Policy takes into account any conflicts between the interests of other companies within the wider Thesis Group of companies.

The policy is designed to address the conflicts of interest management for Tutman, appropriate to the nature, scale and complexity of its business.

Tutman operates and maintains effective organisational and administrative arrangements with a view to taking all reasonable steps to prevent conflicts of interest identified from constituting or giving rise to a material risk of damage to the interests of its fund investors.

We manage conflicts of interest:

- To reduce the risk of Market Abuse;
- To ensure that our fund investors are treated fairly;
- To ensure that we act in the best interest of our fund investors
- To ensure that TUTMAN does not take any inappropriate benefit from its fund investors; and
- To ensure that our delegated third-party investment managers do not take any inappropriate benefit from the fund.

Tutman employees must act in the best interest of investors if conflicts arise associated with the independent authorised fund manager model.

Conflicts of interest are logged on the Conflicts of Interest Register.

The Tutman Board is ultimately responsible for the management of conflicts and for the framework as a whole, which includes conducting an annual review of the Conflicts of Interest Policy.

We may record telephone calls to improve customer service and for regulatory record-keeping purposes.

Thesis Unit Trust Management Limited is registered in England and Wales under number 03508646. Thesis Unit Trust Management Limited is authorised and regulated by the Financial Conduct Authority and is entered in the Financial Services Register (Firm Reference Number 186882).
TUTMAN LLP is registered in England and Wales under number OC369415. TUTMAN LLP is authorised and regulated by the Financial Conduct Authority and is entered in the Financial Services Register (Firm Reference Number 612721).

Tutman is a trading style of TUTMAN LLP and Thesis Unit Trust Management Limited.

Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

Thesis Unit Trust Management Limited –
Sanford DeLand Asset Management
PO Box 12248
Chelmsford
CM99 2EG

Service user number

1	7	2	0	5	7

Name(s) of account holder(s)

Reference

Bank/building society account number

Branch sort code

Instruction to your bank or building society

Please pay Thesis Unit Trust Management Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Thesis Unit Trust Management Limited and, if so, details will be passed electronically to my bank/building society.

Name and full postal address of your bank or building society

To: The Manager — Bank/building society

Address

Postcode

Signature(s)

Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

DDI2

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Thesis Unit Trust Management Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Thesis Unit Trust Management Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Thesis Unit Trust Management Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society
  - If you receive a refund you are not entitled to, you must pay it back when Thesis Unit Trust Management Limited asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be