

## ALLEN & OVERY PENSION SCHEME (Defined Contribution Section)

### Change of Investment Instruction Form for members investing in Self Selected funds

#### Personal Details (Please use BLOCK CAPITALS)

Surname  Title

Forename(s)

Date of Birth

National Insurance No           Employee ID

Your investment options or your Planned Retirement Age can be changed on a quarterly basis, free of charge, via the pensions web site at [www.myallenoverypension.com](http://www.myallenoverypension.com), or by completing a 'Change of Investment Instruction Form' available from the Allen & Overy intranet site.

#### 1) Complete this section if you would like to switch your Self Selected funds

a) Please indicate how you would like your contributions to be switched:

| <u>Contributions to be Switched</u> | <u>Accrued Funds</u>                      |                          | <u>Future Contributions</u>               |
|-------------------------------------|---|--------------------------|---|
|                                     | Whole                                     | Part                     |   |
| Ordinary Contributions only         | <input type="checkbox"/>                  | <input type="checkbox"/> | <input type="checkbox"/>                  |
| AVC's only                          | <input type="checkbox"/>                  | <input type="checkbox"/> | <input type="checkbox"/>                  |
|                                     | (please now complete the table over page) |                          | (please now complete the table over page) |

**OR**

#### 2) Complete this section if you would like to switch from Self Selected funds to the Lifecycle option

(Please ✓ the box of your choice)

5-year switching Lifecycle option

10-year switching Lifecycle option

My selected Planned Retirement Age for the Lifecycle option is  (Min age 50, max age 62)

\* If you have selected one of the Lifecycle options you do not need to make regular investment decisions but you should keep your investments under review. The money is invested for you in a mixture of funds, which vary according to your age and the Lifecycle switching option chosen. The minimum age will be increased to 55 from 6.4.2010 due to pension scheme legislation.

Your total accrued funds, all future Ordinary Contributions made by yourself and Allen & Overy, and all AVC's will be switched if you select the Lifecycle Option.

**If option 1 chosen, please indicate how your contributions should be invested on the next page**

## ALLEN & OVERY PENSION SCHEME (Defined Contribution Section)

### Change of Investment Instruction Form for Self Selected funds (continued)

Surname

Forename

I hereby request that the contributions and funds as specified above paid by myself or Allen & Overy in respect of my membership of the Allen & Overy Pension Scheme (Defined Contribution Section) should be invested as follows:

I wish my contributions to be switched from my current investment options to the self-selected funds listed below:

#### Investment Percentage (Whole Percentages Only)

| Fund                                | My ordinary conts are currently invested as follows | I would like my accrued ordinary conts to be invested as follows | I would like my future ordinary conts to be invested as follows | My AVCs are currently invested as follows | I would like my accrued AVCs to be invested as follows | I would like my future AVCs to be invested as follows |
|-------------------------------------|---|--|---|---|--|---|
| FTSE Tracker Fund                   | %   | %  | %   | %   | %  | %   |
| Global Equity Tracker Fund          | %   | %  | %   | %   | %  | %   |
| Overseas Equity Tracker Fund        | %   | %  | %   | %   | %  | %   |
| Institutional UK Equity Select Fund | %   | %  | %   | %   | %  | %   |
| Pooled Property Fund                | %   | %  | %   | %   | %  | %   |
| Index Linked Fund                   | %   | %  | %   | %   | %  | %   |
| UK Fixed Interest 60:40 Fund        | %   | %  | %   | %   | %  | %   |
| Managed Cash Fund                   | %   | %  | %   | %   | %  | %   |
| Schroder Intermediated DGF Fund     | %   | %  | %   | %   | %  | %   |
| M&G Global Leaders Fund             | %   | %  | %   | %   | %  | %   |
| <b>TOTAL</b>                        | <b>100%</b>   | <b>100%</b>  | <b>100%</b>   | <b>100%</b>                               | <b>100%</b>  | <b>100%</b>   |

If you have any further comments or instructions not covered above, please use this space:

Signed \_\_\_\_\_

Date \_\_\_\_\_

- This Form will be actioned as soon as practicable after receipt by Capita Hartshead. You will be issued with an acknowledgement of receipt; if you do not receive this from Capita Hartshead within 10 days of sending this form, please contact Karen Young as soon as possible, as it may be possible that the form has not been received by Capita Hartshead, and therefore not actioned.

Neither the Trustee, the Company, or the Administrators will bear the cost of any investment risk, should there be a change of instruction after the original instruction has been given and actioned.

**This form should now be returned to Karen Young, Pensions Officer in the Human Resource Department**

**The term "Allen & Overy" means Allen & Overy LLP and/or its affiliated undertakings**

#### FOR ALLEN & OVERY USE ONLY

Signed \_\_\_\_\_  
(for and on behalf of Allen & Overy)

Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_