# SUPPLEMENTARY INFORMATION DOCUMENT

# HOW DO I CONTACT BNY MELLON?

Our contact details are: BNY Mellon Fund Managers Limited Client Service Centre PO Box 12041 Brentwood CM14 9LS

Telephone: 0800 614 330 (freephone in the UK) or +44 (0)20 3528 4002 (outside the UK) email: clientservices@bnymellon.com

#### WHO REGULATES BNY MELLON FUND MANAGERS LIMITED?

BNY Mellon Fund Managers Limited is authorised and regulated by the FCA. The FCA address is set out below: The Financial Conduct Authority 25 The North Colonnade

Canary Wharf, London E14 5HS

### HOW DO YOU CLASSIFY ME AS AN INVESTOR?

Under the Financial Conduct Authority Conduct of Business rules we are required to classify our investors. We, BNY Mellon Fund Managers Limited, classify you as a Retail Client unless otherwise notified. This means that you will have the maximum amount of protection available for complaints, compensation and will receive information in a straightforward way. However some clients e.g. professionals may not necessarily have the same rights under the Financial Ombudsman Service and the Financial Services Compensation Scheme. Further details may be found on our website - www.bnymellonam.co.uk under Client Classification.

### WHAT IS YOUR COMPLAINT PROCESS?

Should you wish to complain about any aspect of the service you have received, you should, in the first instance contact the Client Services team using the contact details above.

A copy of our complaints handling procedure is available on request. If your complaint is not resolved to your satisfaction you have the right to refer your complaint to:

The Financial Ombudsman Service South Quay Plaza 183 Marsh Wall London E14 9SR Consumer Helpline: 0845 080 1800 E-mail: complaint.info@financial-ombudsman.org.uk

# CAN I CANCEL MY APPLICATION IN BNY MELLON FUND MANAGERS LIMITED?

You have the right to cancel your investment if you received advice from an independent financial adviser or other professional adviser permitted to give financial advice under the FCA regulations.

You have 14 days in which to exercise your right to cancel. If you want to cancel your investment you should send signed cancellation instructions, quoting your deal reference number(s) to BNY Mellon Fund Managers Limited, Client Service Centre, PO Box 12041, Brentwood, CM14 9LS. If you exercise your right to cancel your investment you are entitled to receive back your investment amount without incurring any charges that may have been deducted from your initial investment. Please be aware that if the value of your investment has fallen due to market movements by the time we receive your cancellation instruction, we will deduct an amount equal to the fall in value before returning it to you. The deal will be carried out at the next available valuation point following receipt of your cancellation.

#### For ISA Investors

If you choose to cancel your ISA investment within the cancellation period, your current year ISA subscription will be deemed 'void', therefore allowing you to utilise the subscription with another ISA manager. However, if you fail to cancel within the 14 day cancellation period, your ISA would be sold and you will be unable to subscribe to a stock and shares ISA with another ISA manager in the current tax year.

If we receive your cancellation after the cancellation notice period allowed has expired, we will treat the cancellation as a standard instruction to sell. We will sell your holding using the price at the next available valuation point and return the proceeds less any charges that may have been deducted from your initial investment.

We will assume that you did not receive advice if your investment instruction does not include the name and address details of your financial adviser.

This notice deals with your statutory right to cancel and does not affect your common law right to withdraw an order, application or proposal before it has been accepted.

# CLIENT MONEY

Interest will not be paid on client money although BNY Mellon Fund Managers Limited reserves the right to do so.

Where the payment of redemption proceeds is delayed due to outstanding renunciation, the affected funds will remain in BNY Mellon Fund Managers Limited's client money account. Proceeds will be released upon receipt of renunciation.