Data Capture - Trusts

Auto-populate

Applications for a GIA within a pension trust can be submitted with the help of our auto-populate functionality. Where we have an agreement in place with a trust provider, we can load their details into our system and link them to the intermediary firm. When you have a case to submit for a particular trust, simply select the relevant scheme from the dropdown at the start of the application and the majority of the trust and trustee details required will pre-populate for you.

If you have a trust application to do and you need access to the auto-populate details, please contact Client Services.

Please note that some fields are client specific and must be entered manually on each application.

If not using auto-populate, you will need to obtain the following details from the trust provider in order to submit an application for a trust:

Trust Details		
Investor Type	Professional ☐	Retail ☐
Trust Name		
Trust Reference		
Contact Full Name		
Contact Date of Birth		
Email		
Residential Address		
Postcode		
Reporting Currency		
Advice Given In		
Legal Entity Identifier (LEI)		

Bank Details	
Account Name	
BIC/SWIFT Code	
IBAN	
Account Currency	

Trustee Details (Individual)

Title			
Full Name			
Date of Birth		Gender	
Nationality			
Tax ID Number			
Tax Residency			
Residential Address			
Postcode			
Country			
Telephone Number			
Email			

Trustee Details (Corporate)

Name	
Email	
Address	
Postcode	
Country	

You will need the following details on the underlying client for all trust applications:

Beneficiary and Beneficial Owners

Title			
Full Name			
Date of Birth		Gender	
Is the underlying client a Beneficial Owner?	Yes ☐	No ☐	
If yes, Occupation			

Nationality	
Tax ID Number	
Tax Residency	
Residential Address	
Postcode	
Country	
Telephone Number	
Email	

Investment Details

Product Name	
Investment Amount (and Currency)	
Source of Wealth	

Adviser Details

Adviser Name	
Adviser Firm	

If you need assistance in completing this form, please ask you Adviser or contact the Novia Global Europe Client Services team on +357 25010612.