

A close-up photograph of a person's hands in a blue business shirt. One hand holds a gold and black fountain pen, while the other points at a document. The document features various financial charts, including bar graphs and pie charts, with blue and red data series. The background is softly blurred, showing more of the person and the document.

TPO Invest

Simple, innovative investing

tpo
the private office

Introduction to TPO Invest

The Private Office has partnered with Hubwise Securities Limited to deliver TPO Invest.

TPO Invest provides consolidated investment services in a safe and secure environment, eliminating much of the administrative burden and paperwork that usually comes with managing several individual investments separately across multiple providers and investment managers.

TPO Invest will provide you with access to a variety of native investment wrappers, as well as the ability to hold externally managed tax wrappers. You will also have access to an extensive range of funds, exchange traded products and other investment assets, making TPO Invest a complete whole of market, open architecture solution.

By managing our clients' assets on TPO Invest you will benefit from pooled buying power, giving us the ability to negotiate special terms for you with fund managers based on larger investment values, transacted in a simplified manner.

While this is similar to wrap platforms such as Ascentric & Novia, the key difference is that The Private Office will be taking operational control, giving us the ability to deliver the highest standard of service to you, supported by the flexible, forward thinking technology provided by Hubwise.

The Private Office will continue to deliver independent financial advice which will include assets held outside of TPO Invest where appropriate and suitable.



Available Products

TPO Invest offers the following products on the platform:

- General Investment Account (GIA)
- Flexible Individual Savings Account (ISA)
- Junior ISA
- Self-Invested Personal Pension (SIPP)

Other third-party product types will also be available subject to legal agreements.

Contacting TPO Invest

If you have any questions about TPO Invest, please contact us using the details below:

T: 0333 323 9067

F: 0333 323 9066

E: support@tpoinvest.com

Introduction to Hubwise

Hubwise provides the technology and regulatory framework to support the operation of TPO Invest.

Hubwise Securities Limited is authorised and regulated by the Financial Conduct Authority (FRN 502619), is an ISA Plan Manager (HMRC ISA Plan Manager Z1723) is a registered Pension Provider approved by HMRC and governed by a Declaration of Trust and Rules and is a Member of the London Stock Exchange.

Their Financial Conduct Authority (FCA) regulatory permissions enable them to carry out TPO Invest operations with the appropriate authority and include permission to:

- hold client money;
- arrange safeguarding and administration of assets;
- arrange (bringing about) deals in investments;
- deal in investments as agent;
- arrange for and to send dematerialised instructions.

Hubwise is also a Member of CREST (Certificateless Registry for Electronic Share Transfer) (Euroclear UK & Ireland) and Registered as a Data Controller under the Data Protection Act.

Asset Safety

Asset Custody

Hubwise is responsible for the safe custody of all assets held in client accounts.

Such investments are registered in the name of a nominee company which will normally be Hubwise's wholly-owned subsidiary, Hubwise Nominees Limited.

Hubwise Nominees Limited is a non-trading "dormant" company set up to hold investments on behalf of investors.

Asset Protection

TPO Invest and Hubwise are both covered by the Financial Services Compensation Scheme (FSCS).

If you make a valid claim against them in respect of your investments and they are not able to meet their liabilities in full, you may be entitled to compensation under the FSCS of up to £85,000.

Should your investment provider fail financially, providing the asset is covered by the FSCS, your investments should remain covered up to a maximum of £85,000. However, this does not protect you against losses if the market were to fall in value.

Fraudulent Transactions

While we cannot say categorically that fraud could not occur, we have made every effort to ensure the safety of client assets through our due diligence of the systems and controls in place with our preferred providers.

However, should such an event occur eligible investors should be protected for losses of up to £85,000 under the Financial Services Compensation Scheme.

In the event of insolvency

Hubwise Securities Limited is a regulated entity and, as part of their continued authorisation, they are obliged by the Regulator to have a plan in place to conduct an orderly wind-down of their business in the event of insolvency, this includes a provision for professional fees payable to an insolvency practitioner.

If Hubwise were to go into administration, the underlying client funds would not disappear, these will always be ring-fenced per FCA rules, remaining intact. Alternative custody arrangements would be made as part of the orderly wind-down of the platform.

Hubwise also has insurance cover to protect its clients against financial loss in the event of fraud or significant error within the business. As an entity regulated by the Financial Conduct Authority, with permission to hold client money, Hubwise must also calculate and hold minimum capital requirements. These are designed to offset the risk of the company becoming insolvent in a disorderly manner.

The Private Office does not hold client assets and, in the event of The Private Office becoming insolvent, your assets would be completely protected as they are not held by us on your behalf.



Cash Management

Dynamic Cash Management

The TPO Invest platform employs an algorithm to automatically calculate your personalised cash requirements.

- The calculation for each client takes account of future fees and cash/income withdrawals:
 - All Adviser, Discretionary Manager and Platform fees due over the next 6 months.
 - All forecast/regular withdrawals over 6 months.
- The calculation runs dynamically following all cashflow events (rebalancing, switches, cash top-ups/withdrawals etc.) to reset the reserved cash balance.
- TPO Invest sells down on a proportional basis across all fund holdings.
- This is known as "Buying Power" and is set out in the TPO Invest terms and conditions.

Cash Account Interest

Interest is paid on cash held in the Client Account, Cash Reserve Account and Scheme Bank Account and will be credited at rates received by TPO Invest, calculated daily and applied half yearly in June and December.

TPO Invest will pay credit interest, in respect of uninvested cash, at a blended rate every 6 months. All of the interest collected by TPO Invest is paid on a pro-rata basis based on the cash held on deposit.

Cash Account Protection

To safeguard client cash under the FSCS, deposits may be held in multiple bank accounts in which circumstances the client will receive a blended rate of interest.

All client cash is held in client bank accounts with FCA-authorised UK deposit-taking institutions. These accounts are designated as trust accounts, operated and administered in full accordance with FCA CASS (Client Money) rules, and are held separately from Hubwise's accounts.

If one of those banks fails or becomes insolvent, you may be entitled to claim compensation under the FSCS up to £85,000 of any loss.

The Private Office does not hold client money on your behalf. In the event of The Private Office becoming insolvent, your assets would be completely protected.



Payments In

Minimum Contributions

The minimum lump sum contribution is £500.

The minimum regular contribution is £100 per month.

Regular Contributions

Regular Contributions into a GIA or ISA will be taken on the 18th day of the month, or the following working day if this falls on a weekend or bank holiday. The investment will be processed three working days after the contribution has been taken.

Regular contributions into a TPO Invest SIPP will be taken on the 1st of each month.

Payment By Cheque

Payment into TPO Invest should be sent to The Private Office but be made payable to Hubwise Securities Limited - referencing the client account name and TPO Invest account number.

Bankers drafts are accepted and are handled in the same way as cheques.

Payment By Bank Transfer

Payment into TPO Invest by bank transfer can only be accepted from your Nominated Bank Account (Your UK bank or building society account which is associated with your TPO Invest account).

Your transfer should be sent to the details below:

Hubwise Securities Limited

NatWest Bank

Account Number: **78384710**

Sort Code: **55-70-13**

Your 11 digit TPO Invest account number should be included as a payment reference. Failure to provide this may result in investment delays.

Payments Out

Natural Income Policy

When an account is created on TPO Invest several options are available regarding income payments into an account. Investors can choose **one** of the following options:

Retain as Cash

- This will accrue on the account and be used towards fees and/or any regular or ad-hoc withdrawals.
- Any funds over and above this will remain uninvested.

Reinvest income

- Any income exceeding the reserves required for dynamic cash management will be reinvested every month where distributions have been received the previous month.

Withdraw natural income

- All income is paid directly to your nominated bank account.

Regular Fixed Income Withdrawal

Further to the above you can elect to take a fixed level of income at a value and frequency of your choice.

Income Payments Dates

Income payments and regular withdrawals are made on the last working day of the month for ISAs and GIAs.

Drawdown payment dates from the TPO Invest SIPP are either the 14th or 28th of the month. Non-taxable payments out can be made on any date once the funds have been disinvested.

If the date falls on a weekend, then payment will be made on the previous working day.

It takes seven business days after TPO Invest receives an instruction to apply it to income payments.

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Our financial services register entry may be checked by visiting <https://register.fca.org.uk/>

Please note that the Financial Conduct Authority (FCA) does not regulate cash flow planning, estate planning, tax or trust advice.

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