

Our ref: Sample

(Date)

# Sample copy

Dear (Salutation)

## Stock split for Polar Capital Technology Trust PLC

**Account number:** XXXXXX

**Your financial adviser:** XXXXXX

I am writing to you because you are invested in the Polar Capital Technology Trust PLC.

Polar Capital has informed us that they intend to carry out a stock split on 13 September 2024.

The stock split is subject to shareholder approval. If it isn't approved, we will write to you to let you know.

This means that for every 1 existing share you hold in this asset, you will receive 10 replacement shares. At the same time the price per share will decrease by a factor of 10. The split will not affect the overall value of your holding.

You'll see your new shareholding on your valuations and statements after that date.

**The last day we can sell units in the asset before the stock split will be 3:15pm on 12 September 2024.**

### How the stock split will affect your account

- **Phasing and Rebalancing** – Any **phased investment** or **rebalancing** instructions using the asset will automatically continue after the stock split. Unless you give us an alternative instruction, future instructions will be reapportioned across the other assets in your instruction, or cash if the asset is the only asset in your instruction.
- **Direct Debits** – If you are paying into the asset by Direct Debit:
  - 1) payments up to and including 12 September 2024 will be allocated to Polar Capital Technology Trust PLC
  - 2) any payments which are due to be collected whilst the stock split is taking place will buy units proportionately across the other assets in your Direct Debit instruction. If the asset is the only asset in your instruction, those payments will be allocated to cash. They will stay in cash unless you choose to switch them to another asset in future.
  - 3) Payments after the stock split will be allocated to the new asset.

Cash may not be suitable for your long-term investment needs. If you're happy for the amount to stay in cash, you don't need to do anything. Alternatively, you can switch the cash into an alternative asset(s) from our extensive range. Your financial adviser can give us your switch instruction, or you can switch by logging into our online Customer Centre **at [quilter.com/login](https://quilter.com/login)** or by sending us a switch form in the post.

### Why the change is being made

The share split is intended to assist regular savers and those who are looking to invest smaller amounts. The reduced market price of each New Ordinary Share immediately following the share split is intended to help make each share more affordable to investors, thus encouraging greater participation and providing greater flexibility in terms of the size of the trades for investors with different investment profiles.

### The next steps

You don't need to take any action unless you would like to choose a new asset from our extensive range. Please speak to your financial adviser before making any investment decisions or if you have any questions about this change.

**If you don't have a financial adviser**, we recommend that you consider the benefits of receiving professional financial advice, which can be especially important when you need to make investment decisions. If you would like to search for an adviser in your area you can start by visiting **[quilter.com/financial-advice/find-an-adviser](https://quilter.com/financial-advice/find-an-adviser)**

If you have any questions about this letter, please speak to your financial adviser who will be able to help you. Alternatively, you can call or email us using the details shown below and we will be happy to help. Our Customer Service Centre is open 8:30am – 5:30pm, Monday to Friday.

Yours sincerely,



### Callum Earl

*Head of Customer Operations*