

Our ref: Sample

(Date)

Sample copy

Dear (Salutation)

CT Diversified Monthly Income – fund closure

Account number: XXXXXX

Your financial adviser: XXXXXX

The CT Diversified Monthly Income fund that you invest in with us is due to be closed from **20 May 2024**.

We will be unable to accept new investments into the fund from 13 May 2024.

The last day we can sell units in the fund will be 17 May 2024.

To continue receiving the benefits of being invested in this type of fund you will need to switch into an alternative asset(s) from our extensive range.

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

How the fund closure will affect your account

- **Phasing and Rebalancing** – Any **phased investment** or **rebalancing** instructions using the fund will automatically continue after the closure. Unless you give us an alternative instruction, the portion allocated to the closing fund will be reapportioned across the other assets in your instruction, or cash if the closing fund is the only fund in your instruction.
- **Direct Debits** – If you are paying into the fund by Direct Debit:
 - 1) we will redirect it into your new fund choice.
 - 2) if you don't give us a new asset choice before **13 May 2024** we will buy units proportionally across the other assets in your Direct Debit instruction.
 - 3) if the closing fund is the only fund in your Direct Debit instruction we will allocate your payment to cash, where it will stay until you send us a new instruction.

Please note: if a regular Direct Debit payment is allocated to the closing fund, and you decide to switch to an alternative asset(s) from our extensive range, your Direct Debit will not automatically invest into your new asset choice. You will need to update your Direct Debit instruction separately with us.

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 or by sending us a switch form in the post.

What happens if you don't take action

If we don't hear from you by 11:00 am on 17 May 2024, the CT Diversified Monthly Income fund will close and you will receive cash based on the value of your holding at the closure date. It will stay in cash until you choose a new asset.

The fund will close in line with the fund group's timeframe, which could mean it will take some time for the proceeds to appear on your account.

Capital gains tax – Collective Investment Account only

If you choose to sell or switch your holdings, this is a disposal for capital gains tax purposes. Please speak to your financial adviser to understand how this may affect you.

The cost of the closure

Costs associated with the sale of the assets of the fund and any legal, mailing and administration costs will be borne by the fund. These costs will be accrued in the price of the units and Columbia Threadneedle do not expect them to exceed 0.14% of the fund's value.

Why the fund manager is closing the fund

The fund has experienced a continuing decline in assets and failed to attract significant new investment during the last five years, which Columbia Threadneedle now consider is likely to negatively impact both the fund's performance and the costs of operating the fund. They believe the fund will become unviable as the decreasing size will make the fund difficult to run efficiently.

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 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