

# Investing



**Investing  
for tomorrow?  
Explore your  
choices today.**



**BANK OF  
SCOTLAND**  
Decisions well made

# Before you choose an investment

Investing in stocks and shares can be a risky business, so you'll want to know all the facts before you commit to anything.

We provide an execution-only service, which means we simply do what you tell us, rather than giving you advice on how to invest.

One thing worth mentioning upfront about the stock market is that nothing is for definite, but over a longer term the stock market could offer better returns than savings accounts.

## 1. Is it right for you?

You really should be thinking long term, say five years or more. If you don't want to put your money away for that long, a savings account could be better for you.

## 2. How much can you invest?

Think about how much money you can put away. And make sure you read all of the terms and conditions in full before you commit. Some of our products come with charges, so make sure you understand exactly what you're paying for.

## 3. What price do you put on risk?

There are no two ways about it, with share dealing, you might not get back what you put in. Past performance is not a reliable indicator of future performance. The levels of taxation might change, and any tax advantages really depend on your own situation. Some investments are riskier than others too, so think carefully about how much risk you're happy with before you invest.

You should also see investments like this as an extra to savings, not an alternative, and only trade with money you can afford to lose.

When investing, think about creating a balanced portfolio of different savings and investments. By spreading your investments, it may help to reduce your risk.

We don't provide advice so if you are unsure about making your own investment decisions, please seek advice from a suitably qualified Financial Adviser.



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# The difference between saving and investing

## Savings

Nobody knows what's around the corner. That's why if you can afford to save, it's a good idea to set aside money for your future. With an easy access savings account, you have access to your money and can generally make withdrawals when you need to. In return you earn interest. This is a low risk way to save your spare money.

## Investing

Investing is also a process of setting aside money, but this involves more risk. You could be investing in shares, property, securities and other asset types, whose prices rise and fall as the market changes. Although there's a higher risk with investing, there's also the chance for a higher return than through savings.

The value of investments and income from them can go down as well as up and cannot be guaranteed. Consequently investors may not get back the amount they originally invested.

## Medium to long-term goals

For medium to longer-term goals, it could be worth thinking about investments as inflation can reduce the real value of savings. Also, the longer you can leave your money invested, the better the chance you have of getting higher returns. Investments in the stock market will go up and down. If you need access to your money in the short-term there is no guarantee you'll get back all the money you've invested.

If your long-term goal is retirement, a pension could be an option for you as it's tax-efficient and you normally get tax relief on contributions you make to it.

# Types of investment

As an execution-only service, we don't provide advice but we'll give you all the information you need to decide whether investing is right for you, plus some useful tools, to help you make your own decisions.

## Ready-made investments

We have designed our ready-made investments to help you diversify your money across a range of markets, without the complexity of picking your own stocks and shares.

If you haven't invested before, or you prefer to leave it to the experts, our ready-made investments could be the right choice for you.

- ▶ **Choice** - you can choose between three funds with a level of risk you're comfortable with - high, medium or low risk. Plus, you can hold them in an Investment ISA or an Investment Account.
- ▶ **Diversified** - our investments are ready-made so they give you exposure to a diverse mix of shares, bonds, property and more.
- ▶ **Flexible** - invest regularly from £100 per month, or with a minimum lump sum of £2,000.

## Choosing your own investments

If you want to pick your own stocks and shares, we can help too.

- ▶ **Control** - you can create and build your own portfolio to meet your personal investment goals.
- ▶ **Variety** - choose from a wide range of investments, including our Select List of funds, shares in individual companies and exchange traded funds (ETFs) where you can track the market.

Pensions are a long-term investment. The retirement benefits you receive from your pension account will depend on a number of factors including the value of your account when you decide to take your benefits which isn't guaranteed, and can go down as well as up. The value of your account could fall below the amount(s) paid in.

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Investment  
ISA

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Investment  
Account

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Stocks  
and Shares  
ISA

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Share  
Dealing  
Account

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Self-Invested  
Personal  
Pension

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# Accounts explained

Account name	Features and benefits	Dealing Commission and Account Charges
<p><b>Stocks and Shares ISA</b></p> <p>Ideal if you'd like to protect any potential profit from Capital Gains or UK Income Tax.</p>	<ul style="list-style-type: none"> <li>Invest up to £20,000 in this tax year and pay no capital gains or UK Income Tax.</li> <li>We have lots of investment options including shares, funds and exchange traded funds (ETFs).</li> <li>No initial charges on any funds.</li> <li>You have complete control and manage your own investments.</li> </ul>	<p><b>Annual admin charge:</b> £12.50 per year.</p> <p><b>Real-time online trades:</b> £12.50 dealing commission per trade.</p> <p><b>Regular investment service:</b> £2.00 dealing commission per trade.</p>
<p><b>Share Dealing Account</b></p> <p>Ideal if you'd like a straightforward account to start trading with.</p>	<ul style="list-style-type: none"> <li>No annual admin charges.</li> <li>We have lots of investment options including shares, funds and exchange traded funds (ETFs).</li> <li>No initial charges on any funds.</li> <li>You have complete control and manage your own investments.</li> </ul>	<p><b>Real-time online trades:</b> £12.50 dealing commission per trade.</p> <p><b>Regular investment service:</b> £2.00 dealing commission per trade.</p>
<p><b>Self-Invested Personal Pension (SIPP)</b></p> <p>Ideal if you'd like a flexible, tax-efficient retirement account that puts you in control.</p>	<ul style="list-style-type: none"> <li>Pay no Capital Gains Tax or UK Income Tax on your pension investments.</li> <li>Receive tax relief at your marginal rate on your contributions.</li> <li>No initial charges on any funds.</li> <li>You have complete control and manage your own investments.</li> <li>You can contribute up to £40,000 per year subject to your earnings.</li> </ul>	<p><b>Quarterly account charge:</b> £22.50 for a SIPP with a value of £50,000 or less. £45 if the value is more than £50,000.</p> <p><b>Real-time online trades:</b> £12.50 dealing commission per trade.</p> <p><b>Regular investment service:</b> £2.00 dealing commission per trade.</p> <p>Our SIPP is provided by pension provider AJ Bell.</p>
<p><b>Ready-made investments</b></p> <p>Ideal if you're short on time and don't want to pick your own stocks and shares.</p>	<ul style="list-style-type: none"> <li>Select between low, medium or high risk funds.</li> <li>Choose an Investment ISA or Investment Account.</li> <li>Instant investment diversification through shares, bonds, property and more.</li> <li>We manage your investment for you.</li> </ul>	<p>Charges are paid every year, and are based on the total value and fund type of the investment. There are three types of charges applicable to this product. Service Fee of 0.24% and Transaction Costs and Ongoing Charges that vary depending on the Fund you invest in. Please see our website for more information and details on charges <a href="https://bankofscotland.co.uk/investing/ways-to-invest/ready-made-investments">bankofscotland.co.uk/investing/ways-to-invest/ready-made-investments</a></p>

Please note that tax treatment depends on individual circumstances and tax laws may change.



For detailed charges on our Share Dealing accounts - [bankofscotland.co.uk/investing/ways-to-invest/choose-your-own-investments](https://bankofscotland.co.uk/investing/ways-to-invest/choose-your-own-investments)



# Tools to help you invest

Learning about the market is important if you want to invest. Whether you're just starting out or looking to learn a bit more, we have some tools that could help you out.



## Investing for beginners

This information will help you to...

- Understand the basics of investing, including the risks so you can be confident with your investment decisions.
- Know if investing could be right for your circumstances.
- Learn how to get started with investing and how to make the most of your investments.

## Boost your skills

From a beginner's guide to stocks and shares to guidance on managing your portfolio, our easy to read articles and videos are there to help you.

## Video Library

Discover market insight, investment ideas, and some of the trends which are shaping the world today.

## Investment ideas

- Looking for new investments or trying to keep pace with market news?
- Stay on top of the latest market news to help manage your portfolio effectively.
- Thousands of expert articles updated daily to help you find new investment opportunities.

## Research centre

Use our research centre to read the latest news and insight, search and filter different investments, and track how an investment is performing.

## TradePlans

TradePlans can either help you make the most of share price movements, or protect you from a sharp fall. They are automated trading tools which carry out your request to buy or sell investments at a price which you set. Available on UK equities only.



Visit our investing hub where we offer a variety of research tools and articles to help you take the next step on your investing journey.

# Before you apply

## 1

### Keep some money for a rainy day

It's always a good idea to have some money on hand if the unexpected crops up – say three to six months' worth of income in a savings account. Think about what you might need if an emergency strikes.

## 2

### Sort out any debt

Get your debts under control before thinking about investments. The interest you'll be paying on short-term loans and credit or store cards could be much more than the returns you'd get from an investment.

## 3

### Make sure you're covered

You might want to think about life insurance, critical illness cover or income protection before you think about investing. Especially if you have a family or people who rely on the money you earn. If your employer offers these kinds of benefits, you should check to make sure you've got the correct cover in place.

# Setting up your investment



## To register online

- ▶ Start your online registration at **[bankofscotland.co.uk/investing](https://bankofscotland.co.uk/investing)**
- ▶ We can normally verify your identity electronically.
- ▶ If you have any trouble registering online you can call us on **0345 606 1188**. Lines are open Monday to Friday 8am-9pm and Saturday 9.30am-12.30pm.



## To set up a Bank of Scotland Share Dealing SIPP

Call us on **0345 606 1188**.

Or download an application form at **[bankofscotland.co.uk/investing/ways-to-invest/choose-your-own-investments/self-invested-personal-pension.html](https://bankofscotland.co.uk/investing/ways-to-invest/choose-your-own-investments/self-invested-personal-pension.html)**



If you'd like this in another format such as large print, Braille or audio CD please contact us.

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If you have a hearing or speech impairment you can contact us using Relay UK or Textphone on **0345 604 2543** (lines are open Monday to Friday, 8am to 6pm). If you're Deaf and a BSL user, you can use the SignVideo service available at [bankofscotland.co.uk/accessibility/signvideo](http://bankofscotland.co.uk/accessibility/signvideo)

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## Our promise

Our promise is to do our best to resolve any problem you have immediately. Where we can't, we'll ensure you know who is dealing with your complaint. To Complain:

- ▶ Call us on **0345 606 1188** or **+44 (0)113 292 0805**. (Textphone **0345 604 2543**, if you have a hearing impairment).
- ▶ Talk to us online at [www.bankofscotland.co.uk/investing/help-and-guidance/contact-us](http://www.bankofscotland.co.uk/investing/help-and-guidance/contact-us)
- ▶ Write to us at Bank of Scotland Share Dealing, Lovell Park Road, Leeds LS1 1NS.

## Additional information

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