

Praetura Growth VCT plc

Application Procedures



Introduction

Before making an Application, please ensure you have read and understood the Prospectus. If you are in any doubt as to what action you should take, you should consult a person authorised under the Financial Services and Markets Act 2000 (as amended) ("FSMA") who specialises in advising on the acquisition of shares and other securities.

The Offer will open for Applications on 14 June 2023 and close for Applications (unless fully subscribed earlier or otherwise at the discretion of the Board) no later than 3 pm on 3 April 2024, in the case of the 2023/2024 tax year offer, and at 3 pm on 31 May 2024, in the case of the 2024/2025 tax year offer.

You must complete all relevant parts of the Application Form (pursuant to the Terms and Conditions of the Application and these procedures). Incomplete or otherwise deficient Applications (including any associated monies) will not be considered eligible for acceptance and will be returned to you at your risk.

For any queries concerning these procedures, please contact the Receiving Agent at vct@praetura.co.uk or 01484 240 910 (Mon-Fri, 9 am – 5.30 pm).

It should be noted that the Receiving Agent will only deal with the practicalities of making an application and is not permitted to provide any investment, financial or tax advice in connection with any investment in the Company under the Offer.

Nominees

If you are a nominee applying on behalf of beneficial owner Applicants, please complete and submit an Application Form for each Applicant with the relevant nominee details (CREST or otherwise) in Section 5 of the Application Form. Nominees should contact the Receiving Agent regarding the remittance of the associated Application monies to ensure compliance with the Money Laundering Notice set out in the Prospectus.

Application Form Submission by Email

Please send the completed Application Form to The City Partnership (UK) Limited at vct@praetura.co.uk. Payments associated with an email submission may be made by electronic transfer or cheque. Please see below for further details.

Application Form Submission by Post/Hand

Please send the completed Application Form, together with your cheque (if applicable), by post, or deliver it by hand (during normal business hours) to Praetura Growth VCT plc, The City Partnership (UK) Limited, The Mending Rooms, Park Valley Mills, Meltham Road, Huddersfield HD4 7BH.

SECTION 1 – FINANCIAL INTERMEDIARY

Please tick the relevant box (only one) to confirm if a financial intermediary (“FI”) firm is associated with your Application.

Where a FI firm is associated with your Application, please tick the relevant box (only one) to confirm if the FI firm is associated with a network or service provider/platform. If so, please also tick the relevant associated provider/platform from the list available (or provide the name of the network or service provider/platform if it’s not listed).

SECTION 2 – APPLICANT DETAILS

Please provide your full name and date of birth (you must be eighteen or older).

You must be the intended beneficial owner of the Shares (please do not use a nominee name as this may jeopardise your entitlement to VCT tax reliefs). If you would like your Shares to be issued directly to a nominee (CREST or otherwise), please also complete section 5.

Applicants can only apply in an individual’s name, and Shares will not be issued jointly. Shareholders may transfer their holdings into joint names following an allotment by contacting the Company’s Registrar.

Please provide your current address. Please provide your previous address if you have lived there for less than three years.

If your Application is successful, your name and address, as stated in this section, will be entered into the Company’s register of members and printed on the tax and share certificate (where applicable).

Regarding this Application, the Receiving Agent will issue, through email, an acknowledgement of receipt, a confirmation of receipt of monies, and if the Company accepts your application, a confirmation of allotment and an income tax relief certificate. Please provide your email address.

For Applications accepted under the Offer, the Company’s Registrar will send the associated share certificates in the post (where applicable).

For any queries concerning your application, the Receiving Agent will contact you by telephone (and email, if required). The Receiving Agent also asks that you use your telephone number as part of your subscription payment reference to help match your payment(s) with your Application. Please provide your telephone number.

Occasionally, the Manager would like to contact you regarding its new products and services. Please confirm your marketing communication preferences by ticking all that apply.

The Company is legally required to collect information about the tax residency and classifications of new Shareholders which may be shared with HMRC, so:

- Please provide your National Insurance number (“NINO”) (if you have one). If you are a UK tax resident but do not have a NINO, please provide your Unique Taxpayer Reference (“UTR”). Your UTR may be found in any recent correspondence from HMRC concerning your income tax return.
- Please provide the relevant information for any other countries where you are a tax resident.

Please specify if you have invested in one or more of the Manager’s other investment products. If applicable, please also provide your Investor Reference.

SECTION 3 – APPLICATION AMOUNT

Insert the amount you wish to invest (whole pounds sterling amounts only). Your application must be for a minimum value of £3,000 (including any initial Adviser Charge to be facilitated). If you wish to subscribe for Shares in both tax years, the minimum investment is £3,000 per tax year (including any initial Adviser Charge to be facilitated).

Income tax relief is available on the Total Application Amount less any initial Adviser Charge to be facilitated.

SECTION 4 – PAYMENT

Subject to the discretion of the Board, applications under the Offer will generally be accepted on a 'first come, first served' basis if cheques are not post-dated and with priority being given to applications with cleared funds.

Payment can be made by electronic transfer or cheque. Your payment must relate solely to this Application.

Electronic transfer

The bank account to which you should remit payment is as follows:

Bank name: National Westminster Bank Plc
Account name: Praetura Growth VCT plc
Account number: 15440036
Sort Code: 010085

Please reference your transfer(s) using your initials and telephone number (alphanumeric, no spaces) from Section 2 – Applicant Details.

Cheque

Cheques should be made payable to Praetura Growth VCT plc.

Please reference the reverse of your cheque using your initials and telephone number (alphanumeric, no spaces) from Section 2 – Applicant Details.

Please send your cheque to Praetura Growth VCT plc, The City Partnership (UK) Limited, The Mending Rooms, Park Valley Mills, Meltham Road, Huddersfield HD4 7BH.

The Company recommends using Royal Mail Special Delivery or Tracked mail and allowing at least two working days for delivery.

Please allow three working days for cheques to clear.

Regardless of your payment method, please provide the details of the remitting bank account to allow the Company's Receiving Agent to match, reconcile, and confirm receipt of your monies. Verifying your bank account is part of the Company's checks under the ML Regulations.

Note: Unless your FI, nominee, or platform provider pre-agrees alternative payment arrangements with the Receiving Agent, bank transfers and cheques must come from or be drawn against a personal pound sterling bank account held at a UK-regulated credit or e-money institution in the Applicant's name (sole or joint). Payments from business accounts or third parties, including spouses, will be rejected and returned to the remitting account.

Receipt of your Application Form (email or post) will be acknowledged by the Receiving Agent by email. Further, you will also receive confirmation of receipt of payment from the Receiving Agent once the monies have been matched to your application by email.

The Receiving Agent cannot take responsibility for correctly identifying payments without a reference or where a payment has been received without an accompanying Application Form. The right is reserved to reject any Application for which the Applicant's bank transfer or cheque has not been cleared on the first presentation. Any monies the Receiving Agent cannot match with an Application will be returned, at the risk of the persons entitled thereto without interest, to the remitting account by Faster Payment.

SECTION 5 – SHAREHOLDING PREFERENCES

Registration

Please tick the relevant box (only one) to confirm how your shareholding will be registered on the Company's register of members. Please provide the relevant nominee details where applicable.

Communications

The following subsection of the Application Form does NOT apply to any 'Nominee' registration requests. Please contact your nominee concerning your communication preferences.

The Company would like to communicate with you electronically regarding your shareholding in the Company. The Articles of the Company provide authority to use electronic means to convey information to Shareholders, including, but not limited to, sending and supplying documents or information to Shareholders by making them available on a website. This means you will receive email notifications that information or documents are available on the Company's website. We will notify you when documents and information are available to access on the website, and we will provide you with the following:

- the address of the website;
- the place on the website where the documents and information may be accessed; and
- details of how to access the documents or information.

Please indicate (one selection) how you would like to receive Shareholder communications.

If you do not confirm a communications preference, the Company will communicate with you by email to the email address provided in Section 2 of your Application.

You can opt out of electronic communications anytime and revert to receiving hard copies of Company documents by post, by emailing registrars@city.uk.com or by calling 01484 240 910 (Mon-Fri, 9 am- 5.30 pm).

Dividends

The following subsection of the Application Form does NOT apply to any 'Nominee' registration requests. Please contact your nominee regarding your dividend preferences.

For any dividends that may, from time to time, become due on any Shares which stand in your name on the Company's register of members, please provide your bank details. Dividends paid directly into your account will be paid in cleared funds on the dividend payment date. Your bank statement will identify details of the dividends and the dates and amounts paid.

Dividends will not be paid by cheque.

SECTION 6 – APPLICANT DECLARATION

You must sign, print your name, and date the Application Form. By doing so, you agree to invest in the Company under the Terms and Conditions of Application set out in the Company's Prospectus.

If you are duly authorised to sign on behalf of an Applicant but are not the Applicant's Financial Intermediary who has completed Sections 7 to 9, please provide the power of attorney, or a copy thereof, duly certified in ink by a solicitor or bank to the Receiving Agent using the Applicant's initials and telephone number as the reference (i.e. the same reference as used for payment of Application monies).

If this section of the Application Form is not signed, the Receiving Agent cannot process your application, and your subscription monies will be returned to you.

SECTION 7 – FINANCIAL INTERMEDIARY DETAILS

Please provide the firm's name, FCA number, the individual intermediary's name, email address, and telephone number. The right is reserved to reject any application or withhold any payment of initial Adviser Charges or commission if the Company is not, at its sole discretion, satisfied that the FI firm and associated individual intermediary are authorised or is unable to identify them based on the information provided.

SECTION 8 – FINANCIAL INTERMEDIARY REMUNERATION

Please must complete A or B (not both).

Please tick the (A) box if you have provided financial advice to your client, who is not a Professional Client (as per COBS 3.5) and have agreed on an initial adviser charge (nil or otherwise) which complies with COBS 6.1A. Please enter the initial adviser charge for facilitation in the box provided. If you do not want the Companies to facilitate payment of the initial adviser charge, or you have made alternative arrangements, please enter "0" if NIL.

Please tick the relevant (B) box if your firm is entitled to receive commission per COBS 2.3/2.3A and any other applicable FCA regulations. Please insert the initial commission amount you wish to waive in the box provided (please enter "0" if NIL). Up to 1% initial commission may be waived for the benefit of your client.

Please confirm the bank account into which any initial Adviser Charges or commission payments associated with the Application should be paid. Payments will be made by BACS within 3-5 business days following the associated allotment.

If you would like your firm's finance department to receive a copy of a statement detailing the initial Adviser Charges or commission payment(s) due to your firm, please provide the relevant email address in the box provided. By default, a statement is sent to the individual intermediary's email address provided in Section 7.

SECTION 9 – FINANCIAL INTERMEDIARY DECLARATION

An individual with authority to sign on behalf of the FI firm, detailed in Section 7, should sign, print their name, and date the Application Form.

If you are duly authorised to sign on behalf of an Applicant, you agree to provide the power of attorney, or a copy thereof, duly certified in ink by a solicitor or bank to the Receiving Agent using the Applicant's initials and telephone number as the reference (i.e. the same reference as used for payment of Application monies) on request.

If this section of the Application Form is not signed, the Receiving Agent cannot process your client's application, and your client's subscription monies will be returned.