



ONLINE

DAVY CORRESPONDENCE ONLINE

Access your Davy Reports Online

J&E Davy, trading as Davy, is regulated by the Central Bank of Ireland. Davy is a member of the Irish Stock Exchange, the London Stock Exchange and Euronext. In the UK, Davy is authorised by the Central Bank of Ireland and authorised and subject to limited regulation by the Financial Conduct Authority. Details about the extent of our authorisation and regulation by the Financial Conduct Authority are available from us on request.

Davy Private Clients



Access your Davy Correspondence

With the Davy Online Account Correspondence service you can now access your **Davy Contract Notes, Valuations, Private Equity Review, Property Reports, Nominee Statements, Tax Packs, Statements of Chargeable Gains and Guide to the tax treatment of Davy investments** online via www.davy.ie. This complimentary service, which also acts as a repository for all your data, is **secure, convenient** and **easy to use**.

Over time we will be adding more and more information giving you faster access to your correspondence 24 hours per day, 365 days per year. It also helps the environment by replacing printed correspondence with online correspondence. Please note that if you unsubscribe from this service you will no longer be able to view any of your account correspondence online.

How to Register for this Service

To register for this service you are firstly required to have online access to your Davy account.

A If you currently have this access please follow the steps below:

- ▶ [Go to www.davy.ie](http://www.davy.ie)

- ▶ Click on Client Login

- ▶ Input your username and password and click Submit

- ▶ Select the Account Correspondence menu tab on the left-hand side

- ▶ Register to activate your account

B If you require access to your account(s) online, simply complete and return the registration form attached. We will send you a username and password by post within one week of your registration form being received. When you receive your username and password, log on, follow the steps outlined above and you will be able to access any future correspondence issued to you online.

Please note this applies to any additional accounts you open in the future.

Registration Form

Client Name:

.....

Client Account Reference(s):

.....

.....
(Please list all your Davy accounts that you wish to receive online correspondence for)

I WOULD LIKE TO REGISTER FOR THE ACCOUNT CORRESPONDENCE ONLINE SERVICE AND RECEIVE MY ACCOUNT CORRESPONDENCE AS IT BECOMES AVAILABLE ONLINE IN PLACE OF PAPER COPIES.

You will begin to receive online contract notes, valuations, private equity, property reports, nominee statements, tax packs, statements of chargeable gains and guide to the tax treatment of Davy investments immediately upon registration.

As future correspondence becomes available online you will receive online copies replacing your current paper copies. We will provide you with prior notification of any future correspondence that becomes available online.

Please note this applies to any additional accounts that you open in the future.

We can notify you of when correspondence becomes available online by sending you an alert to either your mobile phone or your email inbox. Please indicate below how you would like the notification to be sent *(For joint account holders, please note all notifications will only be sent to the specified email address/mobile number provided below)*.

Mobile Number:

.....

Email Address:

.....

I declare that the information I have provided is correct and if this information changes I undertake to inform Davy in writing without delay. I have read and accepted the terms and conditions of this service.

Client Signature:

Client Signature:

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.....

Date:

Date:

.....

.....

(In the case of a joint account we require both signatures)

Terms of Service

BEFORE REGISTERING FOR OUR ACCOUNT CORRESPONDENCE ONLINE SERVICE, PLEASE READ THIS AGREEMENT CAREFULLY AS IT GOVERNS YOUR USE OF THE SERVICE. IT IS IMPORTANT THAT YOU READ OUR GENERAL TERMS AND CONDITIONS FOR FULL INFORMATION ON YOUR DAVY REPORTS.

Service description

Our account correspondence online service ('service') is available to you so that you may access your Davy reports online by logging on to a secure area of Davy's website in place of paper copies going forward. All reports will be available within the same time frames as they are currently provided to you.

Your registration for this service

You should be aware that by registering for this service you are electing to access reports for your account(s) online going forward. We have a regulatory obligation to provide you with certain reports, dependent upon your service level. If you are a telephone share dealing or online client and we execute an order for you, we have an obligation to provide you with information about the order. We currently do this by sending you a contract note no later than close of business on the business day after the trade was executed. Where a third party provides a contract note, we will send it to you by close of business on the day following receipt from the third party. If you are a nominee client, we will confirm your cash and holdings to you at least once a year by way of a nominee statement, unless this information has been provided to you in another report; such as your Portfolio Valuation. Further information about these reports is provided in our general terms and conditions, it is therefore important that you also refer to these for full information.

What is included in this service?

Currently, contract notes, valuations, private equity, property reports, nominee statements, tax packs, statements of chargeable gains and guide to the tax treatment of Davy investments may be accessed online. It is important that you are aware that upon registering for this service you will no longer receive paper copies. Dependent upon your service level, other reports will become available to this service in the future. We will send you prior notification advising you of each addition at least 30 days prior to launch as the online version of each report will replace the paper copies we currently provide.

Accessing online reports

This service is available to clients who have been provided with a user name and password in order to access a secure area of the Davy website, you may use these details to access your reports safely and securely. The right of access to this service (through the provision of a user name and password, or any alternative means of authentication which we might use in addition to or in lieu thereof) provided to

you may not be assigned, licensed or otherwise transferred by you to any other person under any circumstances. It is important that you do not disclose your access details to anyone and you must take all reasonable care to prevent unauthorised or fraudulent use of your access details. If you know or suspect that someone has obtained your access details you must inform us immediately.

Using the service

When a report becomes available for you to access online, we will send you an email or SMS text message alert (depending on your service level) within the following timeframes:

- Contract notes: by the close of business on the day following a purchase or sale on your account as confirmation that the full contract note is available online.
- Time frames applicable to other reports will be confirmed to you prior to these becoming available online.

Upon receipt of the alert you can access your reports safely and securely. Reports will be available online to you as a client of Davy for a period of two years following the date of your last transaction.

Important notes

As a result of high internet traffic, transmission problems, systems capacity limitations, and other problems, you may, at times, experience difficulty accessing the website or communicating with Davy through the internet or other electronic and wireless services. Any computer system or other electronic device, whether, it is yours, an internet service provider's or Davy, can experience unanticipated outages or slowdowns, or have capacity limitations. Davy, its directors, officers and employees do not accept any liability for any loss or damage arising therefrom. In the event that access to the service is disrupted for technical reasons we will post a notice to that effect on the website as soon as reasonably practicable. If we declare the service unavailable in this way, and you wish to access a report during the outage, we will provide you with a paper copy of the report. At all other times we reserve the right to charge a fee in the event that you request a paper copy of your report(s). A schedule of our fees and charges is available on www.davy.ie. These terms do not vary our general terms and conditions and in the event that these terms conflict with our general terms and conditions; these terms will prevail.

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