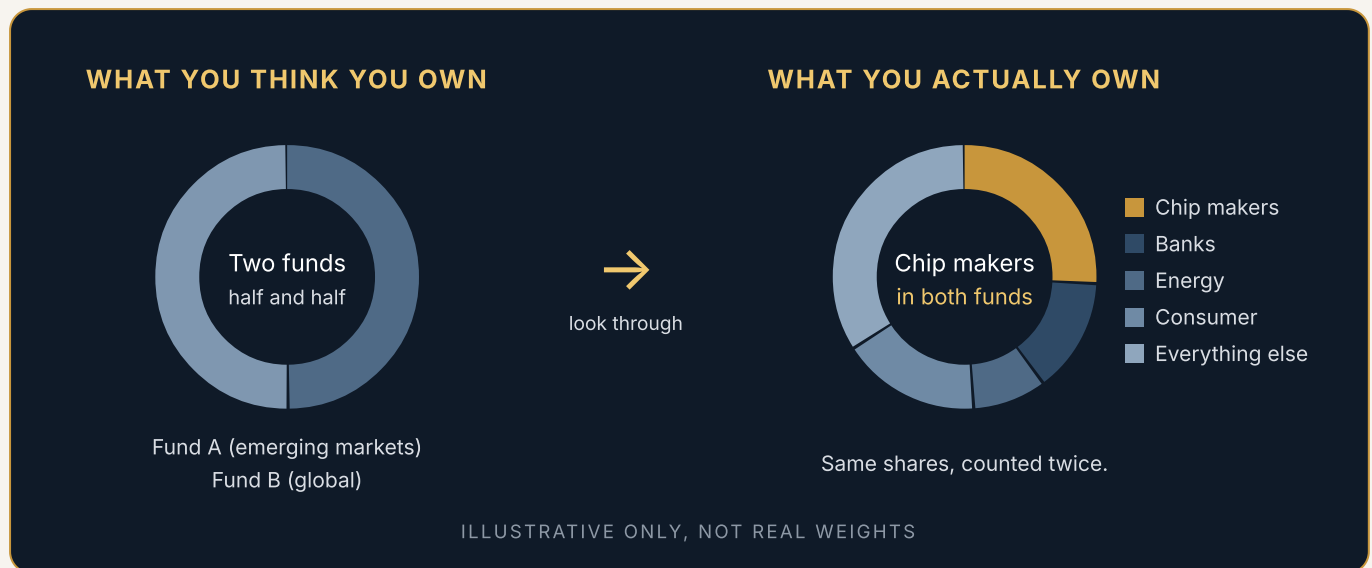


The Fund Look-Through Checklist



Find out what you actually own in 10 minutes. No jargon, no software. Just your funds and a pen.

Two funds with different names can hold the same companies. You can end up owning more of one business than you meant to, and nothing on your statement will say so. Here is how to check, using the worksheets on pages two and three.



1

Gather

List every fund and pension pot you hold, including workplace pensions, ISAs and platform accounts.

2

Open the factsheet

Search the fund name plus "factsheet". Every provider publishes one. Find the top 10 holdings and copy the names into the worksheet.

3

Spot the repeats

Underline any company that appears in more than one column. Those are the names you hold twice.

4

Ask three questions

Is the overlap deliberate? Does it match what I believed I owned? Who could I ask if I am unsure?

5

Write down what you decided

Tick an option, note the date, and look again in a year. Once is plenty.

Steps 1 and 2

Write each fund name at the top of a column, then its top 10 holdings underneath. Use the current factsheet, not memory. If you hold more than four funds, use a second copy.

#	Fund A:	Fund B:	Fund C:	Fund D:
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Step 3: the names that repeat

For each company you underlined, write which funds hold it and its weight in each, in per cent, from the factsheet.

Company	Which funds	Weight in each (%)	On purpose?

What to do with this. Add up each repeat's weight across your pots to see your real exposure to it. A small overlap in the largest global companies is normal and usually fine. A big overlap in one theme, such as one industry or one country, is worth a decision rather than an accident.

Step 4: three questions

Is this overlap deliberate?

Does it match what I believed I owned?

Who could I ask if I am unsure?

Step 5: what I decided

- ☐ Leave it. I chose this on purpose.
- ☐ Look at reducing the overlap.
- ☐ Ask my provider or a regulated adviser first.

Date checked: _____

Look again on: _____

Stuck, or surprised by what you found?

Reply to the email this came with, or write to hello@poreia.co.uk. I read everything. I can help you use this checklist. I cannot tell you what to buy or sell. If you found something worth sharing, send me one line on what the surprise was, with no figures. The patterns people find shape what I write about next.

Next: the free **Clarity Framework** at poreia.co.uk/poreia-framework-page, and **The Poreia Perspective** in your inbox every fortnight, one topic at a time.