

INVESTOR DETAILS UPDATE FORM

LEGAL ENTITIES, TRUSTS & PARTNERSHIPS



Foord Unit Trusts (RF) (Pty) Ltd

HOW TO UPDATE YOUR INVESTOR DETAILS

1. Notify Foord of any changes in investor information by completing only the relevant sections of this form using BLOCK LETTERS. **Only Fields marked with * are mandatory.** If you require any assistance in completing this form, please call us on 021 532 6969.
2. Please fax (021 532 6970) or email (unittrusts@foord.co.za) this the completed form, together with the required supporting documentation, as described in section G, to Foord Unit Trusts (RF) (Pty) Ltd (Foord). These documents should then be mailed to Foord at PO Box 135, Howard Place, 7450.
3. We will send you a letter confirming the change in personal details once this has been processed. Please allow up to two business days for the change.

A. INVESTOR DETAILS *

Type of institution SA company Foreign company Close corporation Trust Partnership Other

Investor number* _____

Registered name* _____

Trading name _____ Main business activity _____

Registration number _____

Master of High Court address (for Trust) _____

Income tax number _____ VAT number _____

Registered address _____

Postal address _____

Postal code _____

Contact name _____ Email _____

Tel (_____) _____ Fax (_____) _____

Investment statement preference: Postal (quarterly) or Email Weekly Monthly Quarterly

Quarterly newsletter preference: Email Postal Postal & Email None

B. BANK ACCOUNT DETAILS

We will use these bank details to make all future payments to you. Proceeds resulting from the sale of units will only be paid into the investor's bank account.

Initial(s) and surname(s) of account holder(s) _____

Bank _____ Branch _____

Branch code _____ Account number _____

- NOTES:
- The investor must have a South African bank account, confirmation of which must also be provided (for example, a cancelled cheque or recent bank statement).
 - Three business days' written notice is required to change or cancel debit order instructions.
 - The onus is on the investor to inform Foord of any changes to the bank account details.
 - No payments will be made to third party bank accounts.

C. TAX STATUS

Is the investing entity exempt from having dividend tax withheld on distributions? Yes No

If yes, please complete the additional form, Dividends tax: Declaration and Undertaking for exemption.

NOTE: Distributions from a Real Estate Investment Trust (REIT) are regarded as taxable local dividends and are subject to tax at your marginal tax rate. However, these dividends will be exempt from dividends tax.

Food is compelled to comply with the reporting requirements of the South African Revenue Service (SARS) in relation to Automatic Exchange of Information.

Is the entity resident in South Africa for the purposes of South African income tax? Yes No

Is the entity subject to taxation in any other country or jurisdiction? Yes No

Name of foreign country(ies) if applicable _____ Foreign tax reference number(s) _____

GIIN if applicable _____ Sponsoring entity name if applicable _____

CLASSIFICATION UNDER TAX REGULATIONS

Tax regulations require us to collect certain information about each investor's tax residency and tax classifications. We may be obliged to provide information about your account(s) to the relevant tax authorities depending on your tax residency and classification. If you have any questions about the tax classification, please contact your tax advisor. Brief guidance has been provided in the footnotes on the last page of this application form.

Please choose a classification from the list below that describes the entity:

1. South African Financial Institution/Partner Jurisdiction Financial Institution ⁱ
2. Participating Foreign Financial Institution ⁱⁱ
3. Non-Participating Foreign Financial Institution ⁱⁱⁱ
4. Entity Resident in the United States of America, or in a United States Territory ^{iv}
5. Deemed Compliant Foreign Financial Institution (apart from those listed above) ^v
6. Exempt Beneficial Owner ^{vi}
7. Active Non-Financial Entity ^{vii}
8. Passive Non-Financial Entity ^{viii}

D. AUTHORISED AND CONTROLLING PERSONS DETAILS

Title _____ First name(s) _____ Surname _____

SA identity number _____ Nationality _____

Additional nationality(ies) _____ Foreign passport number(s) _____

Date of birth _____ Country of birth _____

Occupation _____ Relationship to the entity _____

Residential address _____

Post code _____

Tel (_____) _____ Email _____

Is the person an Authorised Signatory? (Y/N) _____ Specimen signature _____

Country(ies) of tax registration * _____ Tax reference number(s) * _____

*personal tax information is only required if the entity has been identified as a Non-Participating Foreign Financial Institution, or as a Passive Non-Financial Entity in section D.

A politically exposed person (PEP) is defined by the Financial Action Task Force (FATF) as an individual who is a prominent public figure or has been entrusted with a prominent public function (e.g., heads of state or of government, senior politicians, senior government, judicial or military officials, senior executives of state-owned corporations, important political party officials).

Is the person a PEP (based on the above definition) or related to a PEP? Yes No

- NOTES:
- This section is to be completed by all controlling persons (for example, shareholders, directors, trustees or partners), and all persons authorised to sign Foord transaction forms in respect of this investment ("Authorised Signatories").
 - If there is more than one authorised person, please supply the information requested in a separate document attached to this form.

E. INVESTOR DECLARATION *

All information in this application form, and in all documents that have been or will be signed by me in connection with this investment, whether in my handwriting or not, is accurate and complete and forms the basis of this agreement. I will notify Foord promptly of any changes to the information provided.

I warrant that I have full power and authority to enter into and conclude this contract, with the necessary assistance where such assistance is a legal requirement.

I have read and fully understood all the pages of this application form and agree to the terms and conditions of this investment. I am aware of the charges and fees, the total expense ratio, investment objectives, risk factors and income distributions applicable to my investment as set out in this form, the Minimum Disclosure Document (which is available at www.foord.co.za) and in other documentation provided to me. I know that there are no guarantees on my investment capital or the performance return of the investment and that this product offers no cooling-off rights. I am aware that the performance may be affected by changes in the market or economic conditions and legal, regulatory and tax requirements.

I acknowledge and confirm that I am making an unsolicited offer to purchase units in the fund(s), and that Foord has not provided any form of financial advice.

For the purposes of the Protection of Personal Information Act No. 4 of 2013 (POPI), I consent and acknowledge that all personal data provided by me to Foord, the Trustee or their related corporations and/or independent third parties (such as tracing agents) and their respective employees may be used to enable each of the aforesaid entities to carry out their respective duties and obligations in relation to this investment or as may be permitted under POPI.

I authorise Foord to:

- accept instructions by facsimile or email and hereby waive any claim that I may have against Foord and indemnify Foord against any loss incurred as a result of Foord receiving and/or acting upon such facsimile or email;

Signature _____ Name _____
Capacity _____ Date _____

Signature _____ Name _____
Capacity _____ Date _____

F. SUPPORTING DOCUMENTATION

In terms of the Financial Intelligence Centre Act 38 of 2001, and the regulations thereto, Foord Unit Trusts (RF) (Pty) Ltd is compelled to identify and verify the identity of its clients. Foord will only place investments once all supporting documents have been received. The persons listed below must attach to their investment application form certified copies of the following required documentation:

1. South African Citizens and Residents (Natural Person)

- 1.1. Identity document containing a photo, full names, date of birth and ID number (a passport containing the above information will only be accepted with written substantiation) or a valid driver's licence, or unabridged birth certificate for minors.
- 1.2. A document less than 3 months old containing residential address that is a utility bill, bank statement, rates account or tax invoice.

2. Foreign Nationals (Natural Person)

- 2.1. A passport containing a photo, full names, date of birth and ID number.
- 2.2. A document less than 3 months old containing residential address that is a utility bill, bank statement, rates account or tax invoice.

3. South African Companies

- 3.1. Certificate of Incorporation (CM1), Certificate of Name Change (if applicable), Notice of Registered Office and Postal Address (CM22) containing Registrar's stamp and signed by the Company Secretary, FAIS licence (if applicable), and an organogram showing shareholders with 25% or more of the voting rights at a general meeting.
- 3.2. A document less than 3 months old containing trade name and business address that is a utility bill, bank statement, rates account or tax invoice.
- 3.3. Identity document/passport and residential address, as set out in 1 and 2 above, in respect of the manager and all authorised representatives and all individuals holding 25% or more of the voting rights at a general meeting.
- 3.4. Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 & 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any authorised representative who is a legal entity.
- 3.5. Proof of authority to act for the company, e.g., a directors' resolution.

3.6. Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 or 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of institutions holding 25% or more of the voting rights at a general meeting.

3.7. Proof of income tax and VAT registration numbers (on a SARS document).

4. South African Close Corporations

- 4.1. Founding Statement and Certificate of Incorporation (CK1), Amended Founding Statement (CK2) (if applicable), containing Registrar's stamp and signed by an authorised representative/employee, and FAIS licence (if applicable).
- 4.2. A document less than 3 months old containing trade name and business address that is a utility bill, bank statement, rates account or tax invoice.

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FOORD UNIT TRUSTS (RF) (PTY) LTD



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- 4.3 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of each member and all authorised representatives.
 - 4.4 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 & 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any authorised representative who is a legal entity.
 - 4.5 Proof of authority to act for the close corporation, e.g., a members' resolution.
 - 4.6 Proof of income tax and VAT registration numbers (on a SARS document).
 5. **Foreign Companies**
 - 5.1 Official document from foreign regulator witnessing incorporation, bearing the name, number and address, and an organogram showing shareholders with 25% or more of the voting rights at a general meeting.
 - 5.2 A document less than 3 months old containing SA and foreign trade names and business address that is a utility bill, bank statement, rates account or tax invoice.
 - 5.3 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of the SA manager and all authorised representatives, all individuals holding 25% or more of the voting rights at a general meeting.
 - 5.4 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 & 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any authorised representative who is a legal entity.
 - 5.5 Proof of authority to act for the company, e.g., a directors' resolution.
 - 5.6 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 or 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of institutions holding 25% or more of the voting rights at a general meeting.
 - 5.7 Proof of income tax and VAT registration numbers (on a SARS document).
 6. **Other Legal Persons (Club, Association, Body Corporate, Retirement Fund)**
 - 6.1 The constitution or other founding document in terms of which legal person is created.
 - 6.2 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of all authorised representatives.
 - 6.3 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 & 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any authorised representative who is a legal entity.
 - 6.4 Proof of authority to act for legal person.
 7. **Partnerships**
 - 7.1 Partnership agreement.
 - 7.2 Identity document/passport as set out in 1.1 and 2.1 above and residential address in respect of all partners and authorised representatives or persons exercising executive control.
 - 7.3 Proof of authority to act for partnership.
 - 7.4 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 or 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any institutional partners or an institution exercising executive control.
 - 7.5 Proof of income tax and VAT registration numbers (on a SARS document).
 8. **Trusts**
 - 8.1 The main deed or other founding document (e.g., a will).
 - 8.2 Letters of authority from the Master (SA trust) or foreign regulator (foreign trusts).
 - 8.3 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of any individual founder of the trust, each individual trustee, each authorised representative and all individual beneficiaries, or details of how beneficiaries are determined if not mentioned by name.
 - 8.4 A death certificate where founder died or certificate of deregistration where founder ceased to exist.
 - 8.5 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 or 5.1 & 5.2 or 6.1 or 7.1 or 8.1 in respect of any institutional founder, any institutional trustees or institutional beneficiaries of the trust, or details of how beneficiaries are determined if not mentioned by name.
 - 8.6 Proof of income tax and vat registration numbers (on a SARS document).
 9. **Debit orders: third party bank account holder**
 - 9.1 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of an individual third party bank account holder.
 - 9.2 Applicable documents referred to in 3.1 & 3.2 or 4.1 & 4.2 or 5.1 & 5.2 or 6.1 or 7.1 or 8.1 & 8.2 in respect of a legal entity third party bank account holder.
 - 9.3 Identity document/passport and residential address, as set out in 1 and 2 above, in respect of any individual authorised signatory, and proof of authority, e.g., a directors' resolution.

EXPLANATORY NOTES ON CLASSIFICATION UNDER TAX REGULATIONS

i A South African Financial Institution/Partner Jurisdiction Financial Institution typically includes any financial institution registered with the Financial Services Board, including, but not limited to, an investment company, a collective investment scheme, a linked investment service provider (LISP), a retirement fund, an insurance company.

ii A Foreign Financial Institution (FFI) is a foreign entity that accepts deposits in the ordinary course of a banking or similar business; holds financial assets for the account of others as a substantial portion of its business; or is engaged primarily in the business of investing, reinvesting or trading in securities, partnership interests, commodities, or any interest (including a futures or forward contract or option) in such securities, partnership interests, or commodities. A Participating FFI is one that has entered into an agreement with the Internal Revenue Service (IRS) of the United States of America.

iii A Non-Participating FFI is a foreign entity (as described above) that has not entered into an agreement with the IRS and is subject to withholding tax under FATCA.

iv An entity that is resident in the United States of America, or in a United States Territory, for tax purposes.

v An FFI (as described above) that registers with the IRS to declare its tax status.

vi The term "Exempt beneficial owner" means:

- 6.1 The South African Government, provincial, national or local government authorities and the Accounting Standards Board;
- 6.2 A foreign government and any subdivisions of a foreign government;
- 6.3 The South African Reserve Bank (SARB);
- 6.4 A foreign bank of central issue;
- 6.5 Any South African office of the International Monetary Fund (IMF), the World Bank, the International Bank for Reconstruction and Development, The International Finance Corporation, the International Finance Corporation Order, 1955 (SI 1955 No. 1954), the International Development Association, the African Development Bank, the OECD Support Fund, the Inter-American Development Bank;
- 6.6 Governments of United States Territories;
- 6.7 Occupational and umbrella pension and provident funds, pension and provident preservation funds and retirement annuity funds;
- 6.8 Entities wholly owned by any of the entities in 6.1 to 6.7 above.

vii An Active Non-Financial Entity is any Non-Financial Entity (NFE) that meets one of the following criteria:

- 7.1 Less than 50% of the NFE's gross income for the preceding calendar year or other appropriate reporting period is passive income (such as dividends, interest, royalties, annuities and rent) and less than 50% of the assets held by the NFE during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income;
- 7.2 The stock of the NFE is regularly traded on an established securities market or the NFE is a Related Entity of an entity, the stock of which is traded on an established securities market;
- 7.3 The NFE is a government, a political subdivision of such government, or a public body performing a function of such government or a political subdivision thereof, or an entity wholly owned by one or more of the foregoing;
- 7.4 Substantially all of the activities of the NFE consist of holding (in whole or part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution. However, the entity will not qualify as an active NFE if it functions (or holds itself out to be) an investment fund or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes. In these circumstances the entity will be a Passive NFE;
- 7.5 The NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution; provided that the NFE shall not qualify for this exception after the date that is 24 months after the date of the initial organisation of the NFE;
- 7.6 The NFE was not a Financial Institution in the past 5 years, and is in the process of liquidating its assets, or is reorganising with the intent to continue or recommence operations in a business other than that of a Financial Institution;
- 7.7 The NFE primarily engages in financing and hedging transactions with or for Related Entities, that are not Financial Institutions, and does not provide financing or hedging services to any entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution;
- 7.8 The NFE is organised in a US Territory and all the owners of the payee are bona fide residents of that US Territory; or
- 7.9 The NFE meets ALL of the following criteria:
 - 7.9.1 It is established and operated in its jurisdiction of residence exclusively for religious, charitable, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organisation, business league, chamber of commerce, labour organisation, agricultural or horticultural organisation, civic league or an organisation operated exclusively for the promotion of social welfare;
 - 7.9.2 It is exempt from income tax in its country of residence;
 - 7.9.3 It is has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
 - 7.9.4 The applicable laws of the entity's country of residence or the entity's formation documents do not permit any income or assets of the entity to be distributed to, or applied for the benefit of, a private person or non-charitable entity other than pursuant to the conduct of the entity's charitable activities, or as payment of a reasonable compensation for services rendered, or as payment representing the fair market value of property which the entity has purchased; and
 - 7.9.5 The applicable laws of the entity's country of residence or the entity's formation documents require that, upon the entity's liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organisation, or escheat to the government of the entity's country of residence or any political subdivision thereof.

viii A Passive NFE is any NFE that is not an Active NFE.