



Strategic Investment Service Management Company (RF) (Pty) Ltd
Mutualpark, Jan Smuts Drive, Pinelands ■ PO Box 44604, Claremont 7735, South Africa.
Telephone no.: +27(0)21 524 5017 ■ E-mail: sisadministrator@oldmutual.com

IMPORTANT INFORMATION

- 1. Please complete all the relevant sections and sign section 10.
2. The completed form and supporting documentation (see below) can be scanned and emailed to sisadministrator@oldmutual.com. Illegible and incomplete forms may lead to delays. Contact us on +27 21 524 5017 if you have any queries.
3. The Effective Annual Cost (EAC) is a standard industry measure for your information and to facilitate comparing the cost of an investment over specific periods. The EAC of your investment will be confirmed in writing once your investment has been processed.
4. Your switch will be completed once we have received the completed form and supporting documentation and the sale of units have been effected and the units are available for reinvestment into the new fund(s). Differences in pricing times between funds may lead to delays if the earliest applicable cut-off time is missed (e.g. if switching from money market funds to funds that invest in shares).
5. Once your account has been opened, you can register via www.oldmutualinvest.com to view your portfolio.
6. All transaction forms are available on the public site www.oldmutualinvest.com or request by emailing sisadministrator@oldmutual.com.
7. Transactions will be confirmed to you in writing.

SUPPORTING DOCUMENTATION REQUIREMENTS

Buying and selling requests require at least proof of identity (e.g. bar-coded ID/passport) and residential address (e.g. recent utility bill not older than 3 months), unless we have your current documents on record. The Financial Intelligence Centre Act (FICA) requires that documents have to be provided for every individual listed, including individuals acting on behalf of others. We cannot process your application without the relevant information.

PROCESSING TIMES

Our cut-off times for client transactions (eg. buying and selling) is at 15h00 each working day for all funds, except the Money Market Fund, which is 11h00. We value our funds at 15h00, except for the Money Market fund which is valued at 13h00.

Please complete this form using block letters and tick (✓) where appropriate.

APPLICATION TO SWITCH UNITS

All transactions are subject to the conditions of the relevant Trust Deed(s).

Please provide unit trust contract number

Grid for unit trust contract number

Does this application to buy units include a Money Market Unit Trust Fund? No Yes

1(a). CLIENT'S DETAILS

I am investing for: Myself OR on behalf of someone else State relationship

INDIVIDUAL IN WHOSE NAME INVESTMENT IS HELD

Form fields for individual details: Title and surname, Full first names, Gender (Male/Female)

Proof of Identity:

Please provide copy(s) of identification document(s) with this form

Table with 5 columns: Type of Identification (ID or Passport) Refugee, Country of issue (ID or passport), ID/Passport number, Issue date, Expiry date of passport

Form fields for other identification and citizenship: Other, State type eg. Social security number, Country of citizenship, Country of birth, Country of residence, Country of nationality



1(a). CLIENT'S DETAILS CONTINUED

NAME(S) OF ENTITY INVESTOR IN WHICH NAME THE INVESTMENT IS HELD

Company/entity name (if applicable)

Full name of authorised representative

Contact details:

Cellphone
(Include country dialling code e.g. South Africa +27)

Telephone (Home)
(Include country dialling code e.g. South Africa +27)

Telephone (Work)
(Include country dialling code e.g. South Africa +27)

E-mail Address
Strategic Investment Service Management Company (RF) (Pty) Ltd preferred method of communication is e-mail.

Your preferred method of communication E-mail Post

Residential address

My address OR Care of (c/o)* address Care of (c/o)* Name

* Care of: If you do not have a residential address of your own and require for your post to be directed to the care of this person

Address

Postal code

Country

Postal address, if different from residential address

My address OR Care of (c/o)* address Care of (c/o)* Name

* Care of: If you do not have a residential address of your own and require for your post to be directed to the care of this person

Address

Postal code

Country

1(b). DETAILS OF PERSON ACTING ON BEHALF OF CLIENT

Power of attorney Curatorship Legal guardian Parent Other

If parent, please indicate whether the minor lives with you Yes No

If you are funding this investment please state your relationship to the investor

Please provide your proof of identity (e.g. bar-coded ID/passport)

Title and surname

Full first names

Gender: Male Female



1(b). DETAILS OF PERSON ACTING ON BEHALF OF CLIENT CONTINUED

Proof of Identity:

Please provide copy(s) of identification document(s) with this form

Type of Identification (ID or Passport)/Refugee	Country of issue (ID or passport)	ID/Passport number	Passport issue date	Passport expiry date

Other State type eg. Social security number Country of citizenship:

Country of birth: Country of residence: Country of nationality:

Contact details:

Cellphone
(Include country dialling code e.g. South Africa +27)

Telephone (Home)
(Include country dialling code e.g. South Africa +27)

Telephone (Work)
(Include country dialling code e.g. South Africa +27)

E-mail Address
Strategic Investment Service Management Company (RF) (Pty) Ltd preferred method of communication is e-mail.

2. YOUR BANK DETAILS (UPDATE THIS SECTION IF NECESSARY ONLY)

Deductions cannot be made from credit cards. Debit orders can only be raised from your own account (except in the case of grandparents/parents investing on behalf of minors, or spouses investing on each other's behalf). Payments can only be made to the investor's own bank account.

BANK DETAILS FOR FUNDING INVESTMENTS (You will fund this and all future payments from this account.)

The payment is made:

For myself On behalf of a minor (as indicated on page 1)

Surname of account holder Initials

Bank and branch

Branch code and account number

Account type: Current Savings

BANK DETAILS

This section is compulsory if this investment is in the name of a minor.

We will pay dividends, proceeds of sales and regular withdrawals, into this account.

Surname of account holder Initials

Bank and branch

Branch code and account number

Account type: Current Savings



5. TAX RESIDENCY DETAIL

As a financial institution we are obliged to comply with international agreements signed by our government aimed at combatting tax evasion. In terms of these agreements, we are required to collect information regarding where you are resident for tax purposes including the related tax reference numbers. If you are resident for tax purposes in a country other than South Africa, certain of your information will be reported to SARS who will automatically share this information with the participating countries where required.

Each country has its own rules for whether a person is resident for tax purposes or not. It is possible to be resident for tax purposes in more than one country. Depending on the rules of the country, tax residency may be determined by factors such as where you permanently live, where you were born, or if you live and work in the country for more than half the year. If you are a US citizen or hold a US passport or green card, you will also be considered resident for tax purposes in the US even if you live outside the US, unless you have given up your citizenship.

Please answer the following questions and complete your tax reference number(s) in the table below, along with details of your identifications and any other nationality or citizenship, providing identification for each country for which you are a resident for tax purposes.

			Country of tax residence	Income tax reference number (TIN) (* mandatory - If you do not have an Income Tax reference number please select reason code (A/B/C) in table below)	Foreign ID/passport of country	ID type
	Yes	No				
Are you a resident for Tax purposes in South Africa?						
If YES please include your South African Income Tax Number						
Do you have a Value Added Tax (VAT) Number?						
If YES please include your VAT Number						
Are you a citizen and/or tax resident of the United States of America?						
If "Yes", please provide the following information						
Are you a resident for tax purposes in any other country?						
If "Yes", please provide the following information						
Country 1						
Country 2						
Country 3						

TIN reason code table

Reason	Description	Please tick (✓)	Why is TIN unobtainable
A	The country/jurisdiction does not issue TINs to its residents		
B	The Account Holder is otherwise unable to obtain a TIN or equivalent number (Please explain why you are unable to obtain a TIN if you have selected this reason)		
C	No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction)		



6. DECLARATION FOR DIVIDEND WITHHOLDING TAX PURPOSE

This note applies to the investor who has already signed a Strategic Investment Service Management Company Declaration by Beneficial Owner Form (Declaration Form) as you are subject to a different rate of tax on local dividends as result of either a double tax agreement (DTA) or as you represent a legal entity that is exempt from Dividend Withholding Tax (DWT) (Note: natural individuals residing in South Africa are subject to the normal rate of Dividends Withholding Tax and would not be required to complete the Strategic Investment Service Management Company Declaration by Beneficial Owner Form). You may have already submitted the Declaration Form based on your indication above. Please note that it is your responsibility to ensure that the fund you are currently invested in is listed on the last Declaration Form you submitted. You may need to submit an updated Declaration Form if the fund you are investing in was not listed on the form you sent us previously (as it was launched after the date you signed). We apologise for any inconvenience caused. This is a SARS requirement. We may only apply the applicable Dividend Withholding Tax Exemption or Reduced Rate to the funds listed on the latest Declaration Form you have submitted.

7. PROTECTION OF PERSONAL INFORMATION

The Old Mutual Group would like to offer you ongoing financial services and may use your personal information to provide you with information about products or services that may be suitable to meet your financial needs. Please sms your ID number to 30994 if you would prefer not to receive such information and/or financial services. We may use your information or obtain information about you for the following purposes:

- Underwriting
- Assessment and processing of claims
- Credit searches and/or verification of personal information
- Claims checks (ASISA Life & Claims Register)
- Tracing beneficiaries
- Fraud prevention and detection
- Market research and statistical analysis
- Audit & record keeping purposes
- Compliance with legal & regulatory requirements
- Verifying your identity

Sharing information with service providers we engage to process such information on our behalf or who render services to us. These service providers may be abroad, but we will not share your information with them unless we are satisfied that they have adequate security measures in place to protect your personal information. You may access your personal information that we hold and may also request us to correct any errors or to delete this information. In certain cases you have the right to object to the processing of your personal information.

You also have the right to complain to the Information Regulator, whose contact details are:

<http://www.justice.gov.za/inforeg/index.html>

Tel: 012 406 4818

Fax: 086 500 3351

Email: inforeg@justice.gov.za

To view our full privacy notice and to exercise your preferences, please visit our website on www.oldmutualinvest.com.



8. DISCLAIMER

We aim to treat our clients fairly by giving you the information you need in as simple a way as possible to enable you to make informed decisions about your investments.

- We believe in the value of sound advice and so recommend that you consult a financial planner before buying or selling unit trusts. You may however, buy and sell without the help of a financial planner. If you do use a financial planner, we remind you that they are entitled to certain negotiable planner fees or commissions.
- You should ideally see unit trusts as a medium to long term investment. The fluctuations of particular investment strategies affect how a fund performs. Your fund value may go up or down. Therefore, we cannot guarantee the investment capital or return of your investment. How a fund has performed in the past does not necessarily indicate how it will perform in the future.
- Our cut-off times for client transactions (e.g. buying and selling) is at 15:00 each working day for all funds, except the Money Market Fund, which is 11:00. We value our funds at 15:00, except for the Money Market Fund which is valued at 13:00. At month-end we value all the SIS Fund of Funds at 17:00 close). Daily prices are available on request from our contact centre (+27 21 524 5017) and in the media.
- The daily ruling price is based on the current market value of the fund's assets plus income minus expenses (NAV of the portfolio) divided by the number of units in issue. Strategic Investment Service Management Company (RF) (Pty) Ltd has the right to close a portfolio to new investors in order to manage it more efficiently in accordance with its mandate.
- You should ideally see unit trusts as a medium to long term investment. The fluctuations of particular investment strategies affect how a fund performs. Your fund value may go up or down. Therefore, we cannot guarantee the investment capital or return of your investment. How a fund has performed in the past does not necessarily indicate how it will perform in the future.
- Funds may borrow to pay client disinvestments and may engage in scrip lending. A process of ring-fencing of withdrawal instructions and managed pay-outs over time may be followed should excessive withdrawals from a fund place the fund under liquidity pressures.
- Strategic Investment Service Management Company (RF) (Pty) Ltd is a registered manager in terms of the Collective Investment Schemes Control Act 45 of 2002. The fund fees and costs that we charge for managing your investment is accessible on the relevant fund's minimum disclosure document (MDD) or Table of fees and charges, both available from our contact centre (+27 21 524 5017) or by email request to sisadministrator@oldmutual.com. Strategic Investment Service Management Company (RF) (Pty) Ltd is a subsidiary of Old Mutual, a member of the Association for Savings & Investment South Africa (ASISA).

Money Market Funds:

A Money Market Fund is not a bank deposit account. Its unit price aims to be constant but investment capital is not guaranteed. The total return is primarily made up of interest (declared daily at 13:00) but may also include any gain/loss on any particular instrument. In most cases this will merely have the effect of increasing or decreasing the daily yield, but in the case of abnormal losses, it can have the effect of reducing the capital value of the fund. The published yield is calculated using the average of the fund's previous seven days' net income (and assumes all income was reinvested). This figure is then annualised, which is the weighted average compound growth rate.

Fund of Funds:

A fund of funds is a portfolio that invests in other funds in order to meet the investment objective of the fund of funds. Fund of funds can invest in local, foreign or offshore funds which levy their own charges, and may result in a higher fee structure

Funds holding foreign assets:

Some funds hold assets in foreign countries and therefore may have risks, in these countries, regarding liquidity, the repatriation of funds, political and macro-economic situations, foreign exchange, tax, settlement and the availability of information.



CONTACT DETAILS

Strategic Investment Service Management Company (RF) (Pty) Ltd

Registration no.: 1997/022003/07. VAT no.: 4230116479

Mutualpark, Jan Smuts Drive, Pinelands 7405, South Africa | PO Box 44604, Claremont 7735, South Africa

Telephone no.: +27(0)21 524 5017 | Email: sisadministrator@oldmutual.com

Complaints may be directed to the Client Relationship Manager at the above address. Our complaints process is available by contacting +27 21 524 5017.

Compliance Department: +27(0)21 503 1770

Old Mutual Investment Administrators (Pty) Ltd

Registration no.: 1988/003478/07

Mutualpark, Jan Smuts Drive, Pinelands 7405, South Africa | PO Box 5408, Cape Town 8000, South Africa

Telephone no.: +27(0)21 503 1770

Compliance Department: +27(0)21 503 1770

Professional indemnity cover and fidelity insurance cover are in place.

Old Mutual Investment Administrators (Pty) Ltd is a third party administration and service provider to Old Mutual Unit Trust Managers (RF) (Pty) Ltd and is a licensed financial services provider.