



# SUBMITTING NEW & ADDITIONAL INVESTMENTS ONLINE

Our clients and planners are at the centre of our business. To make it easier for you to manage your clients' investments we have designed our secure planner website to **encourage you to focus on your clients' unique investment needs, one client at a time.**

Our intuitive online financial planning and transactional tools **support your dual role as a financial planner and business owner** by reducing your time spent on administrative requirements, allowing more time to focus on enriching your client relationships.

## PLANNER BENEFITS



Quick & easy  
to use



Submit multiple  
transactions at the  
same time



Paper-based applications  
only required for certain  
transactions



Transact in a  
secure online  
environment

## INVEST IN 3 SIMPLE STEPS:

# 1

Select the appropriate investment vehicle based on your client's investment goal and capture their personal information.

# 2

Capture the investment details and select appropriate funds that suit your client's specific investment needs and time horizon.

# 3

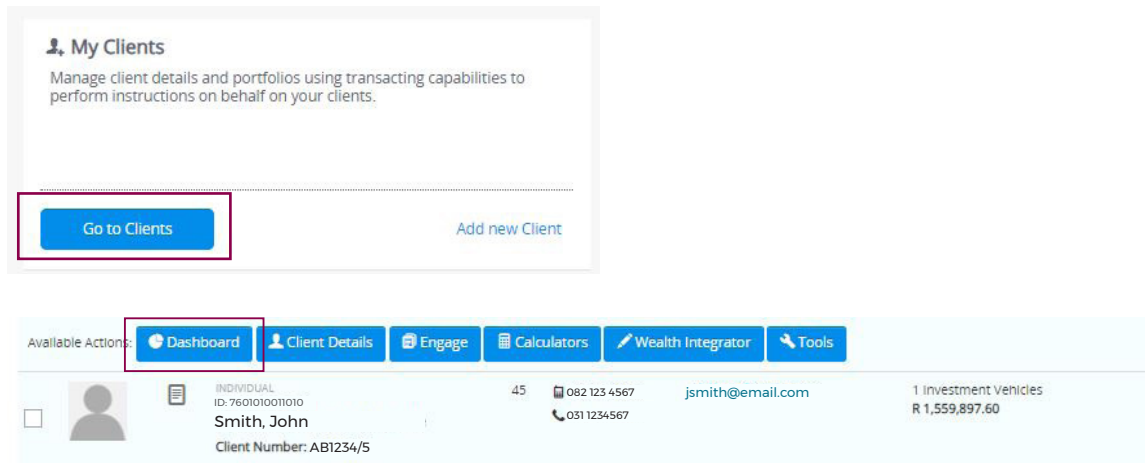
Upload any supporting documents and click submit.

## YOUR ONLINE EXPERIENCE

### ACCESSING THE DASHBOARD

Simply click on your **Client List** to select your client and then click on **Dashboard**.

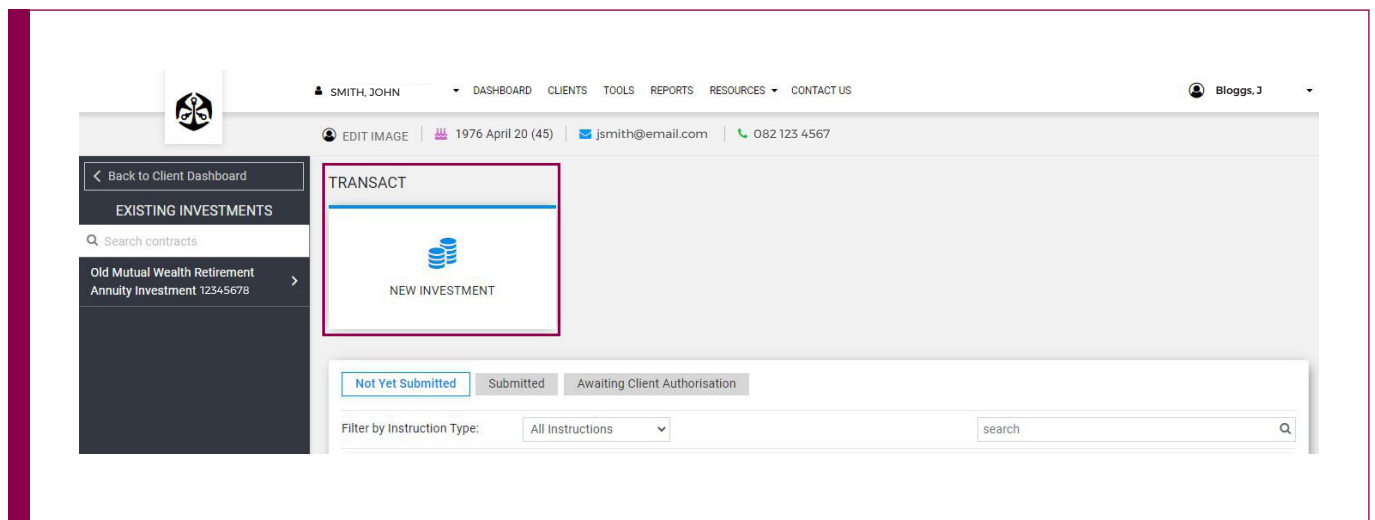
The **Client Dashboard** provides you with a **holistic view of your client's portfolio** – at a glance, you will be able to see your client's overall portfolio and by clicking on an interactive graph, you can drill down to view their investment details at a contract level, and even further to a fund level.



Here you will be able to see your client's existing investments on the left, as well as a list of transactions that are either:

- Captured but **Not Yet Submitted**
- **Submitted**, or
- **Awaiting Client Authorisation**.

Click on the **NEW INVESTMENT** button to create a new investment contract. If you want to top up an existing contract, select the relevant investment contract and choose "Additional Investment".



You have the option of investing in two investment offerings:

- **Old Mutual Wealth** (recommended for larger investment amounts where both Old Mutual and external funds are available to you)
- **Old Mutual Unit Trusts** (recommended for smaller investment amounts where you invest only in Old Mutual funds at a competitive pricing structure).

## TRANSACT | NEW INVESTMENT

Add a New Instruction with: ✕

### OLD MUTUAL WEALTH

A range of bespoke investment solutions all linked to a robust financial advice framework. Designed to assist high net worth clients achieve their financial goals using our Old Mutual or external funds while benefitting from our competitive pricing structure with an ongoing Administration Fee.

#### Recommended investment amounts:

Recurring investments of R2500 p.m. or more / Lump sum investments of R500 000 or more.

### OLD MUTUAL UNIT TRUSTS

An investment offering with a unique pricing structure that has zero Administration Fees and assists clients with smaller investment amounts to achieve their financial goals through Old Mutual funds only.

Invest using recurring investments and / or lump sum amounts.

Based on your client's investment goal (whether they want to grow their **Savings, Retirement Savings** or **Retirement Income**), a range of investment vehicles will be available:

What are you investing for?

**Savings**

Retirement Savings

Retirement Income

### LINKED INVESTMENT

This is a flexible savings vehicle suitable for growing capital and offering you complete liquidity.

**NEXT**

#### ✓ LIQUIDITY & FLEXIBILITY

You can make additional investments and you can withdraw at any point in time.

#### TAXATION

Some tax exemptions but all interest and dividends earned are taxed in your own hands.

#### IMPACT ON DEATH

The investment forms part of your estate and will be used to fund debt in the estate. Estate duty and executor's fees will apply.

[View More Info](#)

### TAX FREE INVESTMENT

A flexible tax-free savings vehicle that allows you to maximise your investment returns.

**NEXT**

#### ✓ LIQUIDITY & FLEXIBILITY

You can only invest R36,000 per annum and no more than R500,000 in your lifetime. You can withdraw at any point in time.

#### ✓ TAXATION

Completely tax free.

#### IMPACT ON DEATH

The investment forms part of your estate, will be used to fund debt in the estate. Estate duty and executor's fees will apply.

[View More Info](#)

### LIFE WRAPPED INVESTMENT

This is a tax-efficient investment vehicle designed to grow capital.

**NEXT**

#### ✓ LIQUIDITY & FLEXIBILITY

There are limitations on how much you can invest after your initial investment and there are limitations on withdrawals in the first 5 years.

#### TAXATION

If your tax rate is above 30% this vehicle is beneficial as it is taxed a straight rate of 30%. If your tax rate is below 30% this is not beneficial from a tax perspective.

#### ✓ IMPACT ON DEATH

You can nominate a beneficiary and the ownership of your investment will transfer directly to your beneficiary. Estate duty will apply but no executor's fees.

[View More Info](#)

You can capture your client's **Purpose of investment**.

Capture the relevant **lump sum or recurring investment amounts**. You can also capture a regular withdrawal (*depending on the investment vehicle*).

**NEW INVESTMENT | INVESTMENT AMOUNTS**

Old Mutual Wealth Linked Investment 40020596

What is your client investing for? (Optional)  
 Travel

Investment Amounts: (You can set up a Lump Sum Investment, a Recurring Transaction or a combination of both)

Lump Sum

Amount  
 R 500,000.00

Contribution Type  
 EFT

Bank Deposit Date  
 31/05/2021

Bank Deposit Reference

Recurring

You will be required to select an appropriate **Personal Investment Target** for your client's investment. This is an inflation-linked return target that will assist clients in achieving their financial goals, based on their ideal investment period and the relevant risk required to achieve that return.

**Select a Personal Investment Target:**

Choose a Personal Investment Target to see more information. If you selected Own Personal Investment Target, you will be able to choose from all funds. ?

|                       |                       |                       |                       |                                  |                       |                       |                                |
|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------------|-----------------------|-----------------------|--------------------------------|
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/>          |
| Cash                  | Enhanced Income       | Inflation Plus 2-3%   | Inflation Plus 3-4%   | Inflation Plus 4-5%              | Inflation Plus 5-7%   | Maximum Return        | Own Personal Investment Target |

**Understanding your personal investment target**  
**Inflation Plus 4-5%**  
 Ideal Minimum Investment Period: 5 - 7 years

Suited for clients who want:  
 Significant inflation-beating returns, accepting the associated volatility.

Potential annual loss:  
 Possible loss of 14.0% over any given 12-months.

[Inflation Plus 4-5% Information](#)

Select the relevant funds for your client's investment from the fund list. They will reflect in the table below where you can indicate the appropriate **percentage or rand-based fund allocation**.

**Fund Selection and Allocation**

Fund Range ?

Select your funds:

|                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | Old Mutual Albaraka Balanced Fund B1 Class (CPI 3.5) |
| <input type="checkbox"/>            | Old Mutual Albaraka Income Fund B1 Class (CPI 1.5)   |
| <input checked="" type="checkbox"/> | Old Mutual Balanced Fund B1 Class (CPI 4.5)          |
| <input type="checkbox"/>            | Old Mutual Capped Swix Fund B1 Class (CPI 7)         |
| <input checked="" type="checkbox"/> | Old Mutual Core Balanced Fund B1 Class (CPI 4.5)     |
| <input type="checkbox"/>            | Old Mutual Core Conservative Fund B1 Class (CPI 2.5) |

|  | CPI Target % | Cash<br>% R  |
|--|--------------|--------------|
|  |              | EQUAL SPLIT  |
| Old Mutual Balanced Fund B1 Class      | 4.5%         | 50.00        |
| Old Mutual Core Balanced Fund B1 Class | 4.5%         | 50.00        |
| <b>CPI Totals (4% - 5%)</b>            |              | 4.5%         |
| <b>Allocation Totals</b>               |              | 100.00%      |
| <b>Investment Totals</b>               |              | R 500,000.00 |

Select the relevant options to confirm how you would like your client's **dividends** to be distributed and from which funds you would like their **fees** to be paid.

**Distribution Options:**

Distribution Options refer to the distribution of dividends and payment of fees across all funds in the contract. Please note that the selections made will apply to the entire investment contract.

How would you like your dividends to be distributed?

Into the funds from which they originated

Specific Funds

How would you like your fees to be paid?

Pay Across All Funds

Pay from Specific Fund

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**Where was the money for the investment raised from?** [Why we need this information](#)

Select a source:

Commission

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Effective Annual Cost Summary

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Asset Class Exposure (Lump Sum)

From here you simply capture your client's investment details, follow the necessary steps, and upload any required supporting documentation.

Investment Amounts

Fund Selection

Client Details

Documents

Easily track your progress through the transaction and once all required information is captured, click **SUBMIT APPLICATION.**

You have the option to submit the transaction either **manually** or **electronically**:

- **Manually:** You can email the generated Investment Declaration to your client so that they can print, sign, scan and email it to you to upload in the New Business tool.
- **Electronically:** The transaction and Investment Declaration are sent for your client's approval via the secure client website or the Old Mutual Wealth Client App.
  - **Via the secure client website:** Your client can simply log in and click on "Transact", and then click on "Awaiting your Authorisation" to view the transactions awaiting approval.
  - **Via the client app:** Your client can log in and click on the "Approve" tab to view their pending transactions.

Once your client has reviewed the transaction detail via the secure website or app, they can either "Accept" or "Decline" the transaction.

## ANYTIME, ANYWHERE... OLD MUTUAL WEALTH'S CLIENT APP

We have enhanced the overall digital experience for our clients. The **Old Mutual Wealth Client App** provides clients with easy access to their portfolio information at any time, and gives them an overview of all of their Old Mutual holdings in one place, as well as the ability to approve any submitted transactions through the electronic signature functionality.

## TRACK YOUR TRANSACTIONS ONLINE

Our online Transaction Tracking tool allows you and your clients to follow the progress of transactions submitted by you and your client, as well as to view any outstanding information that may be required.

