



# OFFSHORE UNIT TRUSTS

## ADDITIONAL INVESTMENT APPLICATION FORM (For investments in USD only)

VERSION NUMBER 1.0

### IMPORTANT INFORMATION YOU NEED TO KNOW BEFORE YOU INVEST

#### Currency Conversion

You are required to attend to your own currency conversion (into USD) to be able to invest into this product. You will need to obtain a tax clearance certificate from the South African Revenue Service (SARS) for amounts greater than R1 million in any given year. You can do this yourself or you can use an independent foreign exchange administrator.

#### Financial Advice

Research has proven that receiving good independent financial advice can make a substantial difference to an investment outcome. If you are not comfortable making your own investment decisions, consider using the services of an independent financial adviser (IFA). To locate an IFA in your area, refer to the 'Find an adviser' section of our website. Itransact is a licensed financial services provider for the purposes of distributing and administering this investment product. Itransact does not provide financial advice.

#### Product Information

Please ensure that you choose the right product before you invest. Refer to our product fact sheets, brochures, fee disclosures and research made available on our website.

### INVESTMENT PROCESS

<p><b>STEP 1</b> Complete the form and agree to the terms and conditions</p>	<p>To ensure there is no delay in processing your investment, please complete the form accurately and ensure you understand the terms and conditions you are entering into. Depending on the investment type and/or product you may be required to complete and provide additional forms.</p>
<p><b>STEP 2</b> Send documents to Itransact via Email</p> <p>Additional forms and FICA requirements for juristic investors (i.e companies and trusts) are available on our website in the 'Forms &amp; Downloads' section.</p> <p><b>www.itransact.co.za</b></p>	<p>Email your documents to: <b>instructions@itransact.co.za</b></p> <p>If you experience difficulties transmitting your documents to us, please call us on 0861 468 383 during business hours and we will gladly assist you.</p> <p><b>Document Checklist</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Completed application form</li> <li><input type="checkbox"/> Copy of your bar coded South African ID, valid passport (if a foreign national) or birth certificate (if a minor)</li> <li><input type="checkbox"/> Proof of your residential address less than three months old</li> <li><input type="checkbox"/> Additional forms that may be requested from you in this application form</li> </ul>
<p><b>STEP 3</b> Fulfilment</p>	<ul style="list-style-type: none"> <li>• We will acknowledge receipt of your documents and contact you if there are any outstanding requirements.</li> <li>• Transactions will only be acted upon after confirmed receipt by the Administrator of a completed and signed investor mandate, investor FICA verification, relevant supporting documentation, and investment funds which have been cleared and made available for investment in the Administrators bank account.</li> <li>• You will receive confirmation once your instruction has been processed.</li> <li>• You will receive an email welcoming you to Itransact.</li> <li>• You will automatically be provided with a secure Itransact online servicing account. New investors are requested to activate their online account by registering on our website within 3 business days. Subsequent products will automatically appear in your online account.</li> </ul>
<p><b>CUT OFF TIMES</b></p>	<ul style="list-style-type: none"> <li>• Instructions received <b>before</b> 11h00 on a business day will start processing on that day.</li> <li>• Instructions received <b>after</b> 11h00 on a business day will start processing on the next business day.</li> <li>• Instructions received <b>on</b> a weekend or public holiday will start processing on the next business day.</li> <li>• The processing of any tax free transfer applications is <b>10 working days</b> prior to the financial tax year.</li> </ul>

**SECTION 1: INVESTOR DETAILS**

Investor Number

First Name or Trading Name (If a legal entity)

Surname

**If any of your contact details have changed since your initial investment, please provide updated details in the spaces below.**

Cell Phone Number

Other Contact Number

Email Address

**SECTION 2: GENERAL INVESTMENT DETAILS**

Source of Funds  Salary  Policy  Donation  Saving  Investment

Other  (Please Specify)  Inheritance

**You must invest a total minimum lump sum of at least US\$1 500 (or foreign currency equivalent).**

**You must invest a minimum of US\$500 (or foreign currency equivalent) per unit trust.**

**Please note that routing costs will apply if a correspondent bank is used to make payment to Itransact. You must ensure that no less than the minimums Itransact.**

**ITRANSACT BANK ACCOUNT DETAILS**

For security reasons and to comply with the Financial Intelligence Crime Act (FICA) the Administrator must perform certain security checks with you as the investor before it may provide you with the bank details and investor reference to be used by you when making a lump sum investment.

**Once you have received the bank account details and reference number from the Administrator, and have made a payment, you are required to provide the Administrator with the proof of payment (copy of deposit slip or online payment confirmation) by submitting it via email to the email address stated on the first page of this application form. No transaction will be finalised without receiving the proof of deposit.**

Electronic fund transfers are recommended. If you make a deposit by cheque it may undergo a clearing period of between 10 and 15 business days with your bank before the funds are made available for investment.

### SECTION 3: INVESTMENT DETAILS

I/We hereby request the Administrator to purchase unit trusts for my/our account as follows;

Fund Name	Lump Sum
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>

### SECTION 4: BANK DETAILS

If bank details are different from those which the administrator has on record for the investor, please include proof of bank account details with this form in the form of a copy of a bank statement, not older than 3 months, which reflects the bank name, the account holder's full name and the bank account number. Please note that no credit card or Internet statements will be accepted.

#### Investor Bank Details

Name of Account Holder	<input type="text"/>
Name of Bank	<input type="text"/>
Branch (if South African)	<input type="text"/>
SWIFT code (if offshore)	<input type="text"/>
IBAN /Account number (if offshore)	<input type="text"/>
Type of account Current/Cheque Savings	<input type="text"/>
Currency of account	<input type="checkbox"/> ZAR <input type="checkbox"/> USD <input type="checkbox"/> GBP <input type="checkbox"/> EUR <input type="checkbox"/> JPY <input type="checkbox"/> AUD

### SECTION 5: INVESTOR DECLARATION

- The latest terms and conditions associated to this product are applicable. The Investor is responsible for ensuring that they have been read and understood. A copy of these terms and conditions may be requested from the administrator and or your financial advisor.
- The Investor confirms that all statements made, and information provided in this form, are correct.

#### Fees and Charges

##### Financial Advice Fees and Charges

Where the Investor has appointed a Financial Services Provider, the Investor acknowledges, confirms, consents to, and instructs the Administrator to pay the following fees and charges;

(If no fees are indicated here, the Administrator will continue to deduct fees according to the original new business application form)

**Initial advice fee (Levied against all investment contributions)**  .  %  
(Maximum of 3%)

**Ongoing annual financial advice fee (Calculated as a percentage of the daily market value of the investment)**  .  %  
(Maximum of 1%)

**Administration Fees & Charges**

(The Investor acknowledges, confirms and consents to paying the following fees and charges to the Administrator;)

<b>Market Value of Investments</b>	<b>Rate per Annum</b>
On the first \$500 000	0.39%
On the next \$500 000	0.30%
On the amount over \$ 1 000 000	0.20%

\_\_\_\_\_  
**Signature of Investor or duly authorised person/s for minor investors** Date (ddmmyyyy)

Print Initials and Surname

\_\_\_\_\_  
**Signature of third party applicant or authorised representative of a legal body** (if applicable) Date (ddmmyyyy)

Print Initials and Surname

**SECTION 6: FINANCIAL SERVICES PROVIDER DECLARATION (IF APPLICABLE)**

1. The latest terms and conditions associated to this product are applicable. The Financial Service Provider is responsible for ensuring that they have read and understood them, and have explained them to the investor in full. A copy of these terms and conditions may be requested from the administrator.
2. The Financial Service Provider confirms that all statements made, and information provided in this form, are correct.

\_\_\_\_\_  
**Signature of Authorised Financial Service Provider/Representative** Date (ddmmyyyy)

Print Initials and Surname

## SECTION 7: FINANCIAL SERVICES PROVIDER AND FINANCIAL ADVISOR DETAILS

### Financial Service Provider Details

Name of Financial Services Provider (The Company)

Telephone

Facsimile

Email

Tick the box if the details below are the same as the FSP details above

Name of Financial Advisor/Representative

Telephone

Cell

Facsimile

Email

## SECTION 8: IMPORTANT CONTACT DETAILS

### Financial Advisor Support Centre

Telephone 086 143 2383 | Fax 086 743 6959 | Email info@itransact.co.za

### Investor Support Centre

Telephone 086 146 8383 | Fax 086 743 6959 | Email investor@itransact.co.za

[www.itransact.co.za](http://www.itransact.co.za)