



FICA Requirements for Legal Entities

Before we can enter into a transaction with you, the Financial Intelligence Centre (FICA) requires that we verify both the identity of the Legal Entity in whose name the Investment account will be opened, as well as the identities of all beneficial owners, controlling persons and authorised signatories associated with the Legal Entity.

We may require additional information if:

- You are not a South African citizen or South African registered entity
- We are unable to verify your information
- You are a tax resident outside of South Africa

The below documents may be requested:

- Proof of Address
- Proof of Banking Details
- Proof of Source of Funds

1. South African Companies

- Certificate of Incorporation
- Certificate of name change
- Notification of Registered and Postal address
- List of Directors or members
- Identity document for each Director
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory
- Details of Beneficial Owner/s that hold 25% or more of the voting rights at a general meeting of the company concerned

Company Shareholders Organogram

- If Natural persons (refer to FICA Requirements for Individuals)
- If a South African Company (refer to Item 1)
- If Foreign Company (refer to item 2)
- If Partnerships (refer to item 3)
- If Close Corporation (refer to item 4)
- If Trusts (refer to item 5)
- Other Legal entities (refer to item 8)
- If the entity type is a bank, then a copy of the "bank registration license" will be required with proof of registered address in order to ensure business is not conducted with shell banks.

2. Foreign Companies

- Registered name and/or trading name of business. An official document which confirms the incorporation and registration of the company in the relevant country of incorporation (In English).
- Registration Number and Registered address. An official document which confirms the incorporation and registration of the company in the relevant country of incorporation (In English).
- List of Directors or members
- Identity document for each director
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory
- Details of Beneficial Owner/s that hold 25% or more of the voting rights at a general meeting of the company concerned

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FATCA & CRS

- Self-certification documentation
- If USA entity, additional approvals will be required from the business

3. Partnership

- Partnership Agreement
- Registered name and/or trading name of business. A document which confirms the registered address of the partnership (In English).
- Identity document for each Partner
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory
- Details of Beneficial Owner/s that hold 25% or more of the voting rights at a general meeting of the company concerned

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4. Close Corporations

- Certificate of Incorporation
- Stamped Amended Certificate of Incorporation if name changed
- A document which confirms the registered address of the partnership (In English).
- Most recent Stamped Amended Certificate of Incorporation applicable if changes have been made in membership.
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory
- Details of Beneficial Owner/s that hold 25% or more of the voting rights at a general meeting of the company concerned

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5. Trusts

- Authorisation given by the Master of the High Court (for South African trusts)
- Trust Deed or Founding Document
- Official document which reflects these particulars, issued by an authority in that country (for foreign trusts)
- Identity document
- NOTE: if Founder is deceased, please provide Death Certificate.
- Identity document for each Trustee
- Identity document for each Beneficiaries
- If the minor does not have an ID document, a copy of the birth certificate
- NOTE: if beneficiaries are not named, we require detailed particulars of how beneficiaries will be determined
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory

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6. Pension Fund, Retirement Fund and Provident Fund

- Pension fund registration document
- A copy of the constitution or other founding document in terms of which the entity is created.
- Notification of Registered and Postal address.
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory

7. Linked Investment Scheme Providers

- A copy of FAIS FSP license
- LISP Company Registration documents
- Notification of Registered and Postal address
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory
- List of Directors or members
- Identity document for each Director
- Resolution of Authorised Signatories on letterhead
- Identity document for each signatory

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8. Other Legal Entities

- Section 21 Companies (Non-profit organisations)
- Certificate of Incorporation
- Certificate of Registered address
- Certificate of name change if applicable

Social Clubs, Churches, Universities

- Founding document or Constitution
- Any documentation that applies for the establishment of the entity if falls out of the above scope
- Members Resolution of Authorised Signatories with specimen signatures.
- Proof of Identity of all persons authorised to act on behalf of the Legal Entity.

Stokvels

- Founding Statement
- (If the Stokvel does not have a founding statement, then NASASA, the self-regulatory body for stokvels sanctioned by the Registrar of Banks in terms of GN 620 of 2014, has one available for download from (<http://nasasa.co.za/site/>)
- Proof of Address for the Stokvel. If the Stokvel does not have an operating address, then the address of the Chairperson will suffice.
- Members Resolution of Authorised Signatories with specimen signatures
- Proof of Identity of all persons authorised to act on behalf of the Legal Entity.
- Proof of Identity of all persons authorised to act on behalf of the Stokvel, including the Chairperson.