

## Standard Bank Fundisa Withdrawal Form Collective Investments (Unit Trusts)

### CLIENT DETAILS

|                                       |                      |
|---------------------------------------|----------------------|
| ENTITY ACCOUNT NUMBER                 | <input type="text"/> |
| NAME & SURNAME/ ENTITY NAME           | <input type="text"/> |
| IDENTITY/PASSPORT/REGISTRATION NUMBER | <input type="text"/> |

### WITHDRAWAL DETAILS

The Withdrawal proceeds for tertiary studies will be paid directly to the approved NSFAS institution.

|                               |                                       |  |
|-------------------------------|---------------------------------------|--|
| REASON FOR WITHDRAWAL:        | <input type="checkbox"/> PERSONAL USE | <input type="checkbox"/> EDUCATIONAL COSTS               |
| CHILD/ NOMINATED STUDENT NAME | <input type="text"/>                  |  |
| INVESTMENT ACCOUNT NUMBER     | CANCEL DEBIT/STAFF STOP ORDER         | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| PORTFOLIO NAME                | <input type="text"/>                  |  |
| RAND AMOUNT                   | R <input type="text"/>                | . <input type="text"/> % OF UNITS <input type="text"/> % |

|                               |                                       |  |
|-------------------------------|---------------------------------------|--|
| REASON FOR WITHDRAWAL:        | <input type="checkbox"/> PERSONAL USE | <input type="checkbox"/> EDUCATIONAL COSTS               |
| CHILD/ NOMINATED STUDENT NAME | <input type="text"/>                  |  |
| INVESTMENT ACCOUNT NUMBER     | CANCEL DEBIT/STAFF STOP ORDER         | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| PORTFOLIO NAME                | <input type="text"/>                  |  |
| RAND AMOUNT                   | R <input type="text"/>                | . <input type="text"/> % OF UNITS <input type="text"/> % |

|                               |                                       |  |
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| REASON FOR WITHDRAWAL:        | <input type="checkbox"/> PERSONAL USE | <input type="checkbox"/> EDUCATIONAL COSTS               |
| CHILD/ NOMINATED STUDENT NAME | <input type="text"/>                  |  |
| INVESTMENT ACCOUNT NUMBER     | CANCEL DEBIT/STAFF STOP ORDER         | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| PORTFOLIO NAME                | <input type="text"/>                  |  |
| RAND AMOUNT                   | R <input type="text"/>                | . <input type="text"/> % OF UNITS <input type="text"/> % |

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| PORTFOLIO NAME                | <input type="text"/>                  |  |
| RAND AMOUNT                   | R <input type="text"/>                | . <input type="text"/> % OF UNITS <input type="text"/> % |



## BANKING DETAILS FOR PAYMENTS

Payments to third party bank accounts are not allowed. Payments can only be paid into an account in the name of the client. For educational purposes, please supply the bank details of the NSFAS approved institution.

|                            |                          |        |  |  |  |                          |         |  |  |  |                          |              |             |  |  |  |  |  |  |  |  |  |  |  |  |
|----------------------------|--------------------------|--------|--|--|--|--------------------------|---------|--|--|--|--------------------------|--------------|-------------|--|--|--|--|--|--|--|--|--|--|--|--|
| BANK                       |                          |        |  |  |  |                          |         |  |  |  |                          |              |             |  |  |  |  |  |  |  |  |  |  |  |  |
| BRANCH                     |                          |        |  |  |  |                          |         |  |  |  |                          |              | BRANCH CODE |  |  |  |  |  |  |  |  |  |  |  |  |
| ACCOUNT NUMBER             |                          |        |  |  |  |                          |         |  |  |  |                          |              |             |  |  |  |  |  |  |  |  |  |  |  |  |
| ACCOUNT TYPE               | <input type="checkbox"/> | CHEQUE |  |  |  | <input type="checkbox"/> | SAVINGS |  |  |  | <input type="checkbox"/> | TRANSMISSION |             |  |  |  |  |  |  |  |  |  |  |  |  |
| ACCOUNT HOLDER'S ID NUMBER |                          |        |  |  |  |                          |         |  |  |  |                          |              |             |  |  |  |  |  |  |  |  |  |  |  |  |
| ACCOUNT HOLDER'S NAME      |                          |        |  |  |  |                          |         |  |  |  |                          |              |             |  |  |  |  |  |  |  |  |  |  |  |  |

## TERMS AND CONDITIONS

1. The terms and conditions signed and agreed to in the investment application form will remain in force and apply to this transaction. Please refer to your investment application form for the detailed terms and conditions. Alternatively you can request a copy of the terms and conditions from your financial adviser or the contact centre on 0860 123 003
2. All portfolios are valued daily at 15h00, except for fund of funds which are valued at 24h00. For non-money market funds, investments and repurchases will receive the price of the same day if a complete instruction is received prior to 15h00.
3. For money market funds, investments will receive the price of the same day if a complete instruction is received prior to 12h00, and repurchases will receive the price of the following day if a complete instruction is received prior to 12h00.
4. Payment will be made as soon as possible but within a maximum period of 14 days of receipt of a valid redemption form.
5. When paying for educational expenses, both the investor savings and grant portion can only be paid for the child/nominated student listed on the Fundisa account. Multiple payment allocations for one child/nominated student is not allowed.
6. If the redemption is for educational purposes, the investor and grant portion will be paid directly to the NSFAS approved institution.
7. Cleared participatory interests (units) will be paid immediately and participatory interests not cleared, will be paid on the clearance date. **(A clearance period of 21 calendar days for direct deposits and 45 calendar days for recurring and once-off debit orders will apply before funds can be withdrawn.)**
8. Participatory interests arising from a debit order **are not available for repurchase until the expiry of 45 days from the debit order transaction dates.** If you are repurchasing all participatory interests and have elected to cancel your debit order, the participatory interests relating to uncleared debit order transactions will be paid at the expiry of the **45 day clearance period.** If your debit order is to continue, the participatory interests in respect of uncleared debit order transactions will remain in your account at the expiry of the clearing period..
9. The proceeds will be transferred electronically to the investor's bank account. Payment to a third party bank account, i.e. an account not in the name of the investor, is not allowed. Payments can only be made to transmission, savings or current accounts.
10. If the investment is ceded, written consent for the transaction/cancellation of the cession must accompany this request.
11. Stop orders are only available to STANLIB and Liberty staff members. The Manager must be advised of a stop order cancellation by the 3rd of the month for the salary run between the 20th and 25th of the current month.
12. Additional documentation are required if: a copy of ID was not previously provided, a certified/verified FICA documentation was not previously provided, a client's name has changed since inception, the client was a minor at investment stage and is a major at redemption stage (the client must provide FICA documentation, bank details and a signed redemption form) or if the client's signature is significantly different to the signature on the investment application form, a verified copy of the ID with a specimen signature will be required.

**13. Processing of personal information :** It is important to us that you understand how and why we obtain, use, process, store, verify and share (collectively "process" or "processing" as defined in POPIA) your personal information.

STANLIB will only process your information for the following purposes:

- 13.1. To provide you with products and services;
- 13.2. To manage and administer your investments;
- 13.3. To communicate with you and/or your financial adviser;
- 13.4. To comply with your instructions or the instructions of your financial adviser;
- 13.5. To monitor and/or record telephone calls and electronic transactions with you (including the collection of your biometric data where necessary) in order to accurately carry out your instructions or those of your financial adviser and for your protection.
- 13.6. For payment processing for services providers, merchants, banks and other persons that assist with the processing of your payment instructions;
- 13.7. To provide your information to an entity within the Standard Bank Group, including its subsidiaries and affiliates, for the purpose of improving our business and services or the business and services of the Standard Bank Group;
- 13.8. To provide relevant information to a contracted third party who requires the information to provide a service to you for your investment;
- 13.9. To send your information to the Financial Services Exchange (Pty) Ltd trading as Astute where this is necessary to fulfil our servicing obligations and/or where your financial adviser has instructed us to do so.
- 13.10. To send your information to a third party to perform verification checks on the information provided by you to STANLIB. .
- 13.11. To assist in enhancing our services and your client experience;
- 13.12. For analysis in order to assess and improve our business and services or the business and services of the Standard Bank Group;
- 13.13. To verify your identity;
- 13.14. To detect and prevent fraud or money laundering;
- 13.15. To comply with laws and public duties;
- 13.16. In the interests of security and crime prevention;
- 13.17. For operational, marketing, audit, legal and record keeping purposes;
- 13.18. To transfer your personal information outside the borders of the Republic of South Africa where this is necessary to fulfil our servicing obligations. Where your personal information is transferred offshore, STANLIB confirms that adequate measures are in place to ensure the protection of your personal information and shall transfer your personal information offshore in accordance with the applicable requirements for trans-border information flow in terms of POPIA
- 13.19. To provide your information to industry registers such as ASISA, and contracted third parties, such as tracing agents, attorneys, debt collectors and other persons that assist with the enforcement of agreements;
- 13.20. To provide your information to regulatory authorities, governmental departments, local and international tax authorities and other persons that STANLIB under the law has to share your information with;
- 13.21. To provide your information to persons to whom STANLIB cedes its rights or delegates its obligations to under agreements; and;
- 13.22. If we become involved in a proposed or actual merger, acquisition, or any form of sale of assets, we may use and disclose your information to third parties in connection with the evaluation of the transaction. The surviving company, or the acquiring company in the case of a sale of assets, would have access to your information, which would continue to be subject to these terms.

We will take reasonable steps to ensure that your information is kept secure and confidential. We will ensure that a third party that we share your information with agrees to keep your information confidential and appropriately secured. We will keep your information until such time as we are compelled to delete it, as prescribed by applicable law.

We undertake solely to collect and process your information as permitted by law. If you feel we have not done so, you have the right to object. You have the right to access, correct and delete the personal information that is held about you.

To object to the processing of your personal information by STANLIB or correct, delete, or obtain a copy of the personal information STANLIB holds about you, you may email us on: [contact@stanlib.com](mailto:contact@stanlib.com) or write to STANLIB's Information Officer at: P O Box 202, Melrose Arch, 2076. or alternatively, you can email STANLIB's information officer at [privacy@stanlib.com](mailto:privacy@stanlib.com).

### 14 General

- 14.1. The Manager undertakes to redeem participatory interests at the price calculated according to the requirements of the Collective Investment Schemes Control Act, 2002, and in line with the terms and conditions of the relevant Deeds.
- 14.2. Any capital gain realised on the disposal of a participatory interest in a collective investment scheme is subject to Capital Gains Tax (CGT).
- 14.3. Ring-fencing is the separation and delayed sale of participatory interests (units) in a collective investment scheme (unit trust). This may be caused but a large sale of participatory interests in a collective investment schemes above certain thresholds. This ensures that the sale of a large number of participatory interests will not force the Manager to sell the underlying



investments at a price in the market which could have a negative impact on investors. The Manager may delay the payment or reinvestment of the proceeds of the sale of participatory interests.

14.4. Electronic Transactions: the Client agrees that the Manager shall be entitled to implement all instructions and applications of whatever nature received on their Internet site, by telephone, by fax or any other electronic medium and which appear to emanate from the Client. The Manager and/or Financial Adviser is indemnified against any losses, claims or damages arising from acting on such instructions and/or applications, notwithstanding that it may later be proved that any such instruction was not given by the Client. The Client agrees that the electronic records of all instructions and applications processed by/or on behalf of him/her or which purport to be processed on behalf of the Client via the Manager's Internet site, telefax, telephone or any other electronic medium shall constitute prima facie proof of the contents of such instructions and applications.

14.5 Query Support and Middle Office: STANLIB Compliance and Complaints, PO Box 202, Melrose Arch, 2076 Telephone: 0860 123 003.

14.6 Complaints: Should the Client wish to lodge a complaint with STANLIB regarding the services being provided, the Client can locate STANLIB's Complaints procedure on [www.stanlib.com/contactus/pages/furtherqueries.aspx](http://www.stanlib.com/contactus/pages/furtherqueries.aspx), alternatively the Client can send an email to [rateus@stanlib.com](mailto:rateus@stanlib.com)

15. Contact details: STANLIB Collective Investments (RF) Proprietary Limited Reg. No. 1969/003468/07. Authorised FSP in terms of the FAIS Act, 2002 (Licence No. 26/10/590) 17 Melrose Boulevard, Melrose Arch, 2196 | P O Box 202, Melrose Arch, 2076; T 0860 FUNDISA (3863472), + 27 (0)11 448 6000 | F 086 727 7505/+ 27 (0)11 448 6666; E [contact@stanlib.com](mailto:contact@stanlib.com) | W [www.stanlib.com](http://www.stanlib.com)

## INVESTOR DECLARATION

1. I/We acknowledge that I/We provide consent to STANLIB to collect, process, store, disclose and share my Personal Information for the purpose of servicing my investment.
2. I/We agree to provide all documentation and information requested in this document and further required by law and consent to STANLIB processing my information for the purposes stipulated within the Terms and Conditions.
3. I/We confirm that all information provided herein is true and correct and that I/We have read and understood the contents of this form.
4. By signing this form, the client consents to STANLIB processing their personal information in accordance with the terms and conditions.
5. I/We acknowledge and accept that the information contained in this form and information about the Account Holder may be provided to SARS. Further, that SARS may also exchange the information with the tax authorities of another country or countries in which the Account Holder may be tax resident.

**If the information you have provided in this form changes in future, please submit a new form within 30 days. If you are not the Account Holder please indicate the capacity in which you are signing the form. If signing under a power of attorney please also attach a certified copy of the power of attorney.**

|   |   |           |   |   |   |   |   |   |   |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
|---|---|-----------|---|---|---|---|---|---|---|--|--|--|--|---|---|---|---|---|---|---|---|---|---|
| SIGNATURE OF CLIENT /<br>AUTHORISED SIGNATORY * |   | DATE      | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">D</td> <td style="text-align: center;">D</td> <td style="text-align: center;">-</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> <td style="text-align: center;">-</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> </tr> </table> |   |   |   |   |   |   |  |  |  |  | D | D | - | M | M | - | Y | Y | Y | Y |
|   |   |           |   |   |   |   |   |   |   |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
| D   | D | -         | M   | M | - | Y | Y | Y | Y |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
| CAPACITY  |   | SIGNED AT |   |   |   |   |   |   |   |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
| SIGNATURE OF FINANCIAL ADVISER                  |   | DATE      | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">D</td> <td style="text-align: center;">D</td> <td style="text-align: center;">-</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> <td style="text-align: center;">-</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> </tr> </table> |   |   |   |   |   |   |  |  |  |  | D | D | - | M | M | - | Y | Y | Y | Y |
|   |   |           |   |   |   |   |   |   |   |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
| D   | D | -         | M   | M | - | Y | Y | Y | Y |  |  |  |  |   |   |   |   |   |   |   |   |   |   |
|   |   | SIGNED AT |   |   |   |   |   |   |   |  |  |  |  |   |   |   |   |   |   |   |   |   |   |

