

Change of Static Details

This form should be completed if you wish to change your personal, company or trust details that the Administrator has on record.

A. Important information

PSG Collective Investments (RF) Limited administers the unit trusts. It is authorised to do so as a manager in terms of the Collective Investment Schemes Control Act. In this form it is referred to as PSG Asset Management. **If you require assistance in completing this application, please contact Client Services on 0800 600 168.**

- The completed form, together with supporting documentation, should be emailed to local.instructions@psgadmin.co.za or faxed to PSG Asset Management, on +27 (11) 263 6099. Please refer to the rules regarding faxed and e-mailed instructions as set out in the Terms and Conditions under Section O of the application form.
- Complete all sections of this form.
- Take note that PSG Asset Management will only process this instruction when all required documentation is received. Further information or documentation may be requested.

B. Existing investor details

Investor number	<input type="text"/>
Full name and surname / Entity name	<input type="text"/>
ID number/ Passport number / Registration number	<input type="text"/>
Contact number	<input type="text"/>

C. Change of investor details

Physical address (old)	<input type="text"/>		
	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Physical address (new)	<input type="text"/>		
	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Postal address (old)	<input type="text"/>		
	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Postal address (new)	<input type="text"/>		
	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Tel. Home (old)	<input type="text"/>	Tel. Work (old)	<input type="text"/>
Tel. Home (new)	<input type="text"/>	Tel. Work (new)	<input type="text"/>
Cellphone (old)	<input type="text"/>	Cellphone (new)	<input type="text"/>
Email address (old)	<input type="text"/>		
Email address (new)	<input type="text"/>		
What industry do you work in?	<input type="text"/>		
What is your occupation?	<input type="text"/>		
What is the purpose of your investment?	<input type="text"/>		
Tax number	<input type="text"/>		



Attach a certified copy of proof of your physical address (not older than 3 months).

Indicate whether you would prefer to receive correspondence by email or post

☐ Email ☐ Post

Change of marital status	Surname (old)	<input type="text"/>	Status (old)	<input type="text"/>
	Surname (new)	<input type="text"/>	Status (new)	<input type="text"/>

Attach a certified copy of your marriage certificate with three specimen signatures.

A **domestic prominent influential person** is an individual who holds including in an acting position for a period exceeding six months, or has held at any time in the preceding 12 months, in the Republic, a prominent public function including that of: The President or Deputy President, A government minister or deputy minister, The Premier of a province, A member of the Executive Council of a province, An Executive mayor of a municipality, A leader of a political party, the head, accounting officer or chief financial officer of a national or provincial department, all municipal managers, chairperson of the controlling body of a public entity listed to the Public Finance Management Act, an executive officer of a Municipal entity, member of a royal family, a constitutional court judge, an officer of the South African National Defence Force above the ranking of the major general, an ambassador or high commissioner or other senior representative of a Foreign government based in the Republic, the position of chairperson of the Board of Directors and other executives of the a Company as defined in the Company's Act, if the company provides goods or services to an organ or state and the position of head or other executive directly accountable to that head of an international organization based in the Republic.

A **foreign prominent public official** is an individual who holds or has held at any time in the preceding 12 months, in any foreign country a prominent public function including that of a, head of state, country or government, member of foreign royal family, senior judicial official, high-ranking member of the military.

Are you a foreign public official or a domestic prominent influential person? ☐ Yes ☐ No

If yes, please specify

D. Tax details

Has your, or any associated controlling person's, tax residency changed to any country other than South Africa? ☐ Yes ☐ No

If 'Yes', please complete and attach the Foreign Taxation Self-Certification form available on our website, <https://www.psg.co.za/forms-and-Facts-sheets#asset-management>.

E. New bank account details

Account holder name	<input type="text"/>	Account	<input type="checkbox"/> Current <input type="checkbox"/> Transmission <input type="checkbox"/> Savings
Bank name	<input type="text"/>	Branch Code	<input type="text"/>
Branch name	<input type="text"/>	Account number	<input type="text"/>

- Please attach a cancelled cheque or certified copy of a recent bank statement for verification purposes.
- Payments and debit order deductions can only be made into or from the above bank account types and not into a credit card, bond or money market account.
- Should the Investor and Premium Payer not be the same person, a certified copy of the Premium Payer's Identity Document with three specimen signatures, as well as proof of physical address (not older than 3 months) must be attached.
- Bank details will be verified using an external source and may be followed up with a telephone call to the owner of the account in order to confirm bank details and the transaction.
- Payments will only be made to a bank account in the investors name. PSG Asset Management does not make any third-party payments.

Purpose of bank account: ☐ Regular withdrawal payment* ☐ Monthly debit order** ☐ Redemption

*Should this change relate to change of bank details in terms of your Regular Withdrawal Payment then we need to receive this instruction by latest the 13th of the month in order for the change to be effective in the same month. Instructions received after the 13th will be processed for the following month.

** Should this change relate to change of bank details in terms of your Monthly Debit Order then we need to receive this instruction by latest the 20th of the month in order for the change to be effective in the same month. Instructions received after the 20th will be processed for the following month.

Signed at (place) on this day of 20

Signature of bank account holder

Signature of parent or guardian (if applicable)



F. Authorised representative details (Investor represented by parent/guardian or third party in terms of a Power of Attorney)

Title	<input type="text"/>	Surname	<input type="text"/>
Initials	<input type="text"/>	First name	<input type="text"/>
Method of identification	Identity document <input type="checkbox"/> Passport (non-residents) <input type="checkbox"/>		
ID no./Passport no. (non-residents)	<input type="text"/>	Date of birth	<input type="text"/>
Country of issue	<input type="text"/>	Passport expiry date	<input type="text"/>
Country of citizenship	<input type="text"/>	Country of birth	<input type="text"/>
Postal address	<input type="text"/>		
	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Physical address or principal place of business	<input type="text"/>		
Country	<input type="text"/>	Postal code	<input type="text"/>
Email address	<input type="text"/>		
Telephone home	<input type="text"/>	Telephone work	<input type="text"/>
Cellphone	<input type="text"/>	Fax	<input type="text"/>
Relationship to client	<input type="text"/>		

G. Authorisation, declaration and acknowledgement

- I/We, the undersigned, hereby authorise PSG Asset Management to act upon instructions by facsimile / e-mail with regard to my/our investment in PSG Asset Management without liability in respect of any transfer, payment or other act done in accordance with such instructions and notwithstanding the absence of proof that the same was signed or sent by me/us and indemnify PSG Asset Management against any claim that may arise from my/our transacting by facsimile/email.
- I/We warrant that the information contained herein is true and correct, and that, where this application is signed in a representative capacity, I/we have the necessary authority to do so and that this transaction is within my/our powers.
- I/We warrant that all funds invested with PSG Asset Management are not the proceeds of unlawful activities and warrant that I/we have not contravened any anti-money laundering legislation and regulation applicable to me/us.
- I/We understand that the whole application, read with the Trust Deed, constitutes the entire agreement between PSG Asset Management and myself/ourselves and agree to be bound by the terms and conditions contained therein.
- I/We confirm that I/we have read and understand the terms and conditions as per the application form and agree to be bound by it, prior to completing this form.
- I/We hereby consent to PSG Asset Management making enquiries of whatsoever nature for the purpose of verifying the information disclosed and consent to PSG Asset Management obtaining any other information about me/us from any source whatsoever to enable PSG Asset Management to process this transaction form.
- I/We are aware of and consent to all costs relating to the investment.
- I/We confirm that I/we understand the risk profile of this investment and that it is my/our obligation to familiarise myself/ourselves with and accept the risks associated with this investment.
- I/We confirm that I/we have read and understood the minimum disclosure documents of the chosen fund/s selected for investment, the general terms, conditions and declarations and acknowledge that further information is available on PSG's website at www.psg.co.za/asset-management.
- I/We confirm that I/we have performed the Effective Annual Cost calculation using the [EAC Calculator](#) and obtained all costs applicable to my/our investment.

H. Protection of Personal Information Act

PSG Asset Management collects personal information about you to process and maintain your investment. PSG Asset Management will not share this information outside of the PSG Group, its associated groups or authorised agents. To provide you with an effective service, PSG Asset Management may be required to share this information with its administrators and authorised agents who perform certain services for us, your financial adviser or broker, as well as with any regulatory bodies as the law requires. PSG Asset Management may share your information with foreign regulatory bodies if required. Your information is used for administrative, operational, audit, marketing, research, legal and record keeping purposes. PSG Asset Management will take all reasonable steps necessary to secure the integrity of any personal information which we hold about you and to safeguard it against unauthorised access. You have access to your information at any time and can ask us to correct or delete any information we have in our possession.

I/we consent to the processing of my/our personal information/data and the disclosure of my/our personal information/data to any tax authority and/or as may be required to comply with FATCA and the Common Reporting Standard (CRS). I consent to PSG Asset Management making enquiries of whatsoever nature for the purpose of verifying the information disclosed in this application and I expressly consent to PSG Asset Management obtaining any other information concerning me from any source whatsoever to enable PSG Asset Management to process this application.



Signed at (place)

on this

day of

20

Signature of Investor(s)/Authorised Signatory/(ies)

Signature of parent or guardian (if applicable)

Official capacity (if other than Investor)

Complaints

Please do not hesitate to contact us if you are not satisfied with this investment or the services from the Management Company. A complaint must be submitted to the Compliance Officer. The contact address of the Compliance Officer is:

1st Floor, PSG House, Alphen Park, Constantia Main Road, Constantia, 7806 or email psgamcompliance@psg.co.za.

The Compliance Officer will acknowledge the complaint in writing and will inform the investor of the contact details of the persons involved in the resolution thereof.

If an investor is not satisfied with the response from PSG Asset Management or if an investor has a complaint about the advice given by the Financial Adviser, he/she has the right to address his/her complaint in writing to the Ombud for Financial Services Providers

P O Box: 74571, Lynnwood Ridge, 0040

Telephone: +27 (12) 470 9080

Fax: +27 (12) 348 3447

Email: info@faisombud.co.za