

**UNIT TRUST APPLICATION FORM**  
**DIRECT INVESTMENTS: INDIVIDUALS**

Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trusts. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI"

**IMPORTANT INFORMATION**

1. Please complete this form if you are an individual investor who wishes to invest in BCI unit trusts only.
2. Please refer to the Annexure C attached to this application for the characteristics of the unit trusts.
3. Please complete all relevant sections of this application as well as Annexure D in order to process this investment.
4. Unless we receive information from you indicating otherwise, we will treat all account holders as individual South African residents for Dividend Withholding Tax, and the account will attract the default tax rate.
5. Please read Annexure A for Terms and Conditions that apply to this investment. This is available from your financial advisor, the Client Service Centre or at www.bcis.co.za.
6. Please fax required documents in the checklist below to the Client Service Centre at (011) 263 6152, or email [instructions@bci-transact.co.za](mailto:instructions@bci-transact.co.za).
7. BCI will process this application when all required documents are received and the funds reflect in the relevant BCI bank account.
8. If the investor is a minor the application form must be signed by the legal guardian / parent.
9. Any correction or changes to the application must be initialled by the investor.
10. A fully completed application form, together with proof of deposit and additional supporting documents as required by BCI must be received before 14h00 for funds and fund of funds and 11h30 for Money Market.
11. An investment statement will be forwarded to the email address provided in Section 1 within 2 business days once the investment has been finalised.

**DOCUMENT CHECKLIST**

- + Signed and completed Unit Trust application for individual investors
- + A certified copy of your South African bar-coded ID, valid passport (if foreign national) or birth certificate (if minor)
- + Proof of your residential address, not older than three (3) months (refer to Annexure B for examples)
- + Proof of your bank details (e.g. cancelled cheque or bank statement)
- + Proof of bank deposit / transfer into the BCI bank account
- + Proof of Income Tax Reference Number
- + If a representative is acting on behalf of the investor, the representative must please submit:
  - Proof of authority (e.g. power of attorney)
  - A certified copy of South African bar-coded ID or valid passport (if foreign national)
  - Proof of residential address, not older than three (3) months (refer to Annexure B for examples)
- + FATCA Self Certification Annexure D

**SECTION 1: INVESTOR DETAILS**

**Type of Entity**

Individual	<input type="checkbox"/>		<input type="checkbox"/>
South African resident	<input type="checkbox"/>	Non resident	<input type="checkbox"/>
Title	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surname	<input style="width: 100%;" type="text"/>		
First Name(s)	<input style="width: 100%;" type="text"/>		
ID Number/ Passport number (if foreign national*)	<input style="width: 100%;" type="text"/>		
Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Passport Expiry Date*	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Nationality (ies)	1. <input style="width: 100%;" type="text"/>	3. <input style="width: 100%;" type="text"/>	
	2. <input style="width: 100%;" type="text"/>	4. <input style="width: 100%;" type="text"/>	
Tax Jurisdiction	1. <input style="width: 100%;" type="text"/>	3. <input style="width: 100%;" type="text"/>	
	2. <input style="width: 100%;" type="text"/>	4. <input style="width: 100%;" type="text"/>	
Tax Reference Number	1. <input style="width: 100%;" type="text"/>	3. <input style="width: 100%;" type="text"/>	
	2. <input style="width: 100%;" type="text"/>	4. <input style="width: 100%;" type="text"/>	
Tax Residency	1. <input style="width: 100%;" type="text"/>	3. <input style="width: 100%;" type="text"/>	
	2. <input style="width: 100%;" type="text"/>	4. <input style="width: 100%;" type="text"/>	
Country	<input style="width: 100%;" type="text"/>		
Telephone (H)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(W)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Fax	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Mobile	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email	<input style="width: 100%;" type="text"/>		

Financial advisor Email

Physical Address

Postal Address  Postal Code

If the same as above, please check this box

Postal Code

**Politically Exposed Person**

A Politically Exposed Person or PEP is a term describing someone who has been entrusted with a prominent public function, or an individual who is closely related to such a person.

I consider myself to be, or to be associated with a Politically Exposed Person  Yes  No

If yes, please provide details:

**Dividend Withholding Tax**

SARS requires us to pay over dividend tax on your behalf where applicable. We will deduct this tax before we pay any dividends to you or re-invest these into your investment account. The tax rate for South African residents is 15%. If you are not a South African resident you may qualify for a reduced tax rate. If your country of residence qualifies for a reduced rate please contact us and we will send you the necessary forms to complete.

**COMMUNICATION CHOICE**

We will send you / person acting on your behalf or your financial advisor the following types of correspondence:

- + Investment statements, tax certificates
- + Transaction confirmations when you transact on your account

Please select how you would like to receive the above correspondence:  Email  Post

+ Instruction Notifications  Email  SMS

**Online Access** (Will enable you to view your statements/correspondence, upload instructions and transact online )

Would you like to transact online?  Yes  No  
 Would you like viewing access only?  Yes  No

**Person acting on behalf of the investor**

Please insert name of legal guardians or persons with a power of attorney to act on behalf of this investor.

Title  Surname

First Name(s)

Date of birth  Relationship

ID Number/ Passport number (if foreign national\*)

Telephone (H)  (W)

Fax  Mobile

Email Address

Physical Address

Postal Code

**SECTION 2: INVESTMENT DETAILS**

The minimum lump sum investment is R5 000 per account. The minimum debit order is R500 per month.

Portfolio Name	Class	Lump Sum Investments	Debit Order Investments
Harvard House BCI Equity Fund	A R	<input type="text"/> or <input type="text"/> %	R <input type="text"/> or <input type="text"/> %
Harvard House BCI Flexible Income Fund	A R	<input type="text"/> or <input type="text"/> %	R <input type="text"/> or <input type="text"/> %
Harvard House BCI Property Fund	A R	<input type="text"/> or <input type="text"/> %	R <input type="text"/> or <input type="text"/> %
<b>TOTAL INVESTMENT AMOUNT</b>	<b>R</b>	<input type="text"/>	<b>R</b> <input type="text"/>

+ Please refer to Annexure C for fund information; or visit our website for the Minimum Disclosure Documents.

<http://www.bcis.co.za/boutique-collective-investments/funds>

### SECTION 3: PAYMENT DETAILS

Source of contribution  Inheritance  Sale of assets  Savings  Salary  
 Other/Specify \_\_\_\_\_

Method of payment  Cheque deposit  Electronic / Internet transfer/Direct deposits  
 Debit order  Once-off Debit order on

Electronic collection is restricted to a maximum of R500 000 per investment. BCI will debit your account within five business days of receiving the application form and all relevant documents. If your investment amount exceeds R500 000, please electronically transfer the amounts directly to our BCI operations account stated in section 5 together with an additional investment form for each deposit.

### SECTION 4: BANK DEBIT AUTHORITY

Debit orders will be collected on the 1st or the 15th of each month.

I hereby instruct and authorise BCI to draw direct debits against the bank account below. Debit orders can only be drawn from a South African bank account. The following accounts cannot be debited: an offshore, blocked rand, credit card, bond, or market-linked bank account.

Account Holder \_\_\_\_\_  
 Name of Bank \_\_\_\_\_  
 Branch Name \_\_\_\_\_ Branch code        
 Account Number                       
 Account Type  Current  Savings  Transmission

#### Debit Order Details

Total to be collected R  commencing on the 1st  or 15th  of   /

Debit orders are applied on the 1st or the 15th of each month. If the selected day falls on a weekend or public holiday it will be effected on the next business day. The cut-off for all debit order notices to be processed in a particular month is by 14:00, **five business days** before the selected day. Please note there is a 40 day clearance period on all debit orders.

Optional escalation rate per annum  5.00%  10.00%  15.00%  Other   %

If no escalation rate is completed, a 0% escalation will be applied.

If the bank account holder is a third party individual, a copy of their South African bar-coded ID, utility bill and the proof of bank account is required. If the bank account holder is a third party legal entity we require proof of bank details, copies of all the signatories' identity documents and either a copy of the resolution of signatories signed by all signatories or a letter from the bank listing the authorised signatories on the account.

Signature of bank account holder \_\_\_\_\_ Date   /   /

### SECTION 5: BCI BANKING DETAILS

Please use the bank details below for cheque deposits and electronic / internet transfers. In order for BCI to identify your transaction, please note the reference to be used for your deposit.

Bank: Standard Bank  
 Branch: Menlyn  
 Branch code: 012345  
 Account name: Boutique CIS Operations Account  
 Account number: 41-143-612-0  
 Account type: Current  
 Reference: Initials and Surname

Please send proof of deposit with application form to: Fax (011) 263 6152, or email [instructions@bci-transact.co.za](mailto:instructions@bci-transact.co.za)

### SECTION 6: INCOME INSTRUCTION

#### Distribution Payments

Distributions to be re-invested or  Distributions paid into account as per the 'Investor bank account details'

#### Regular Withdrawal Payments

The cut-off for instructions is 14:00, Money Market cut-off is 11:30. If received after the cut-off the next business day pricing will apply.

Payment Frequency  Monthly  Quarterly  Biannually  Annually  
 Redemption Date  1st  15th  25th Start date

Participatory interests will be redeemed 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 and will be paid to the unitholder within 2 business days. Inter-bank rules may apply. Income distributions of less than R300 will always be reinvested.

#### FROM FUND

Portfolio name  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Amount per regular withdrawal  
 R \_\_\_\_\_ or  %  
 R \_\_\_\_\_ or  %  
 R \_\_\_\_\_ or  %  
 R \_\_\_\_\_ or  100 %

TOTAL TO BE WITHDRAWN PER PERIOD

**SECTION 7: INVESTOR BANK ACCOUNT DETAILS** *(Account to be used for income and withdrawal payment instructions)*

Please keep BCI informed of any changes in your banking details.

Account holder

Bank

Branch name  Branch code

Account number

Account type  Current  Savings  Transmission

All payments are made electronically to the current, transmission or savings bank account of the registered investor only. No payments will be made to credit card or market-linked accounts. No Third Party bank accounts are permitted.

**SECTION 8: FINANCIAL ADVISER DETAILS**

**FINANCIAL ADVISOR**

Full name and surname

Practice name (FSP)

FSP licence number

Financial advisor code

Advisor assistant dealing with this transaction

I confirm that the financial advisor, as authorised representative of the FSP above, is my appointed financial advisor.

**Negotiable financial advisor fees**

**Initial\***  .   Maximum 3.0% (excluding VAT), or in the case of money market funds maximum 0.5% (excluding VAT), deducted prior to the investment being made. If it is agreed that no initial fee is payable, please insert 0%.

**Ongoing advisory fee\*\***  .   Negotiable to a maximum of 1% (VAT excl), or in the case of money market funds maximum 0.5% (ex VAT) p.a. Advisory fees are withdrawn by way of a unit reduction. This annual advice fee, if any, is in addition to the standard portfolio service charges. If it is agreed that no initial fee is payable, please insert 0%.

Please refer to the table below for maximum permissible combinations of initial and annual advisory fees.

Initial Advice Fee ex VAT *	Maximum ongoing advice fee ex VAT p.a.**
3%	0.50%
between 2% and 3%	0.60%
between 1% and 2%	0.80%
0% - 1%	1.00%

**Financial advisor FAIS declaration**

1. I/We have made the disclosures required in terms of the Collective Investment Schemes Control Act and Financial Advisory and Intermediary Services Act 37 of 2002 (FAIS) and subordinate legislation thereto, to the investor.
2. I have explained all fees that relate to this investment to the investor. I understand and accept that the investor may write to BCI to cancel my fees.

Signature of financial advisor  Date  /  /

**FICA Declaration**

1. I/We confirm that I can verify the identity of the client mentioned below according to the requirements as set out in the Financial Intelligence Centre Act, 38 of 2001, and any legislation, regulations or guidelines related thereto.
2. We confirm that we have internal rules and procedures in compliance with the requirements of FICA regarding the establishing and verification of client's identity and establish and verify the identity of all new clients. We further confirm that we will keep record of the verification documents as required in terms of the said Act and will make available copies of these documents and details of the verification procedures followed on request to any party entitled thereto in terms of the Act.
3. I understand that I am the primary accountable institution under The Act.

Signature of financial advisor  Date  /  /

## INVESTOR

### Discretionary mandate declaration

This section is **only applicable if the FSP above holds a 'Category II' licence** with the FSB and is therefore an approved discretionary FSP. Where the FSP has a Category II FAIS licence and the Client has mandated the FSP/Representative to act on his/her behalf in terms of a discretionary mandate a copy of the discretionary mandate must be provided. BCI will not act on instructions from the FSP/Representative if not provided.

I confirm that I have entered into a mandate with the above approved discretionary FSP.  Yes  No

I agree and understand that, in terms of the mandate, the FSP may give BCI investment instructions directly, and I authorise BCI to accept all instructions, including electronic transactions, submitted by the FSP on my behalf.  Yes  No

Signature of investor

Date

 /  / 

## SECTION 9: INVESTOR DECLARATION

- ✚ I confirm that all information provided in this form and all other documents signed by me in connection with this application, whether in my handwriting or not, are correct.
- ✚ I confirm that all funds invested with BCI are not the proceeds of unlawful activities and that I have not contravened any anti-money laundering and tax legislation. I have complied with and will continue to comply with all relevant legislation, including but not limited to FICA and the Income Tax Act.
- ✚ I am responsible for the accuracy and completeness of all answers, statements or other information provided by me or on my behalf.
- ✚ I have not received advice from BCI in respect of this application.
- ✚ I confirm that BCI may accept instructions from my financial adviser or any authorised third party who has been appointed and authorised by me in writing.
- ✚ I confirm that BCI may accept instructions in the prescribed format by facsimile or via other electronic means.
- ✚ I confirm that my appointed financial adviser will have access to my investment details
- ✚ I have read and understood the Fees and Fund Information attached.
- ✚ I have read, understood and agree to the Terms and Conditions.
- ✚ I/We accept full responsibility for informing BCI of any changes in current identification information provided (e.g. change of address, surname change, contact particulars, banking details etc.).
- ✚ I acknowledge that BCI will not be held liable for delays or losses incurred due to incomplete or inaccurate information on the application forms or insufficient or incorrect submission of FICA information. I also acknowledge that BCI will not be held liable for delays or losses incurred due to delays caused by the Financial Adviser.
- ✚ I/we confirm that I/we have received the disclosure information (as made mention of in the attached fund fact sheets), as required by Section 3 of the Collective Investment Schemes Control Act 45 of 2002 and I/we have read and understand the terms and conditions as set out in this application form and attachments and agree to be bound by it. I/we are aware that I/we can request the Supplemental Trust Deed from BCI.
- ✚ The client authorise BCI to provide details about the client's name and investment to the relevant cobranding parties.
- ✚ I/we hereby confirm that we have received a copy of and reviewed the portfolio's Minimum Disclosure Document, which contains all minimum disclosure information.

Signature of investor(s) or legal guardian

Date

 /  / 

## CONTACT DETAILS

### ✚ Physical Address

Boutique Collective Investments  
Catnia Building  
Bella Rosa Village  
Bella Rosa Street  
Bellville  
7530

### Custodian / Trustee

The Standard Bank of South Africa Limited  
Tel: +27 (0)21 441 4100

### Contact us

Tel: +27 (0)21 007 1500/1/2 | +27 (0)21 914 1880 | Fax: +27 (0)86 502 5319  
Email: [clientservices@bcis.co.za](mailto:clientservices@bcis.co.za) | Visit our website: [www.bcis.co.za](http://www.bcis.co.za)

Should you have any complaints, please send an email to [complaints@bcis.co.za](mailto:complaints@bcis.co.za)



AN ORDINARY MEMBER OF THE ASSOCIATION FOR SAVINGS & INVESTMENT SA

## ANNEXURE A

### TERMS AND CONDITIONS

Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trusts. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI"

1. This application and the Deed will form the agreement between the investor and BCI. The agreement will be administered in terms of the Collective Investment Schemes Control Act, No 45 of 2002 ("The Act").
2. The investor applies to invest in the collective investments managed by BCI in accordance with the provisions of BCI at the ruling purchase price at the close of business on the date of receipt of the funds by BCI, or being placed in receipt of this application, whichever is the later, provided it is received by the daily cut off time of 14h00 (South African time). If received after 14h00 (South African time) then the following business day's ruling prices shall be used to calculate the purchase value of the investment. Withdrawal transfers may be delayed if assets have to be liquidated.
3. The risk profile of the investment has been explained to the investor in terms of the underlying assets (equities, bonds and cash). Collective Investments should be considered a medium to long term investment. Collective Investments are sold at ruling prices. Forward pricing is used to determine the net asset value. Commission and incentives may be paid and are included in the overall costs. The value of the participatory interests may go down as well as up and past performance is not necessarily a guide to the future performance. BCI is a member of the Association for Savings & Investments SA (ASISA). BCI does not provide any guarantee in respect to the capital or return of any portfolio.
4. A fully completed application form, together with proof of deposit and additional supporting documents as required by BCI must be received before 14h00 to be transacted at the NAV price for that day. Money Market Funds must be received before 11h30. BCI will not proceed with any transaction if there is any doubt as to the validity of any signatures or if BCI deem the instruction to be incomplete in any way. An instruction will be deemed to be complete on receipt of cleared identifiable funds in the bank account and all required documentation.
5. Participatory interests (units) are priced using the forward pricing method, and prices are calculated on a net asset value (NAV) basis. The NAV price is the price at which you can buy or sell units. NAV can be defined as the total market value of all assets in the fund, including any income accruals, less any permissible deductions in terms of the Act, divided by the number of units in issue.
6. The funds are priced daily at 15h00. Fund of Funds are priced at 08h00.
7. The manager may borrow up to 10% of the value of the fund where insufficient liquidity exists in a fund, or where assets cannot be realised to repurchase or cancel participatory interests.
8. The annual management fee is levied monthly on the daily value of the fund.
9. BCI will not be liable for any loss incurred due to incorrect information being supplied by the investor or the financial advisor.
10. Without prejudice to any other rights which BCI may have in terms hereof or at law, the investor agrees that BCI shall be entitled to recover from the investor any amount of money paid to the investor which the investor is not entitled to for whatsoever reason, including interest thereon.
11. Should BCI be prevented from fulfilling any of its obligations in terms of this application as a result of an event not within the reasonable control of BCI, those obligations shall be deemed to have been suspended to the extent that and for as long as BCI is prevented from fulfilling those obligations.
12. In the event of participatory interests being redeemed, payment will only be made into the investor's bank account as set out in the banking details' section.
13. All fees and expenses applicable to the investment as explained to the investor shall be deducted from the investments.
14. The investor's chosen service address ("domicilium") for the receipt of all notices and processes given in terms hereof, is the physical address detailed on this application form or as detailed in writing.
15. Collective Investments prices are calculated on a Net Asset Value basis and auditor's fees, bank charges and trustee levies are levied against the portfolio.
16. All payments will be electronically transferred into the bank account of the investor only. In the case of third party withdrawal requests, the investor indemnifies BCI against any loss, damage, cost or claim arising or connected with such payment.
17. Only signed instructions will be acted upon.
18. Should you not receive your statements, please email us on [clientservices@bcis.co.za](mailto:clientservices@bcis.co.za) or call us on (0)21 007 1500/1/2 or (0)21 914 1220
19. Should you wish to lodge a complaint regarding the services being provided, please refer to our complaints procedure on [www.bcis.co.za](http://www.bcis.co.za) or alternatively send an email to us at [complaints@bcis.co.za](mailto:complaints@bcis.co.za).
20. Redemptions: BCI retains the right to redeem to the client's bank account any balances less than R100.00

## ANNEXURE B

### Financial Intelligence Centre Act no 38 of 2001 (FICA)

Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trusts. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI"

The Financial Intelligence Centre Act no 38 of 2001 (FICA), which came into effect on 30 June 2003, obliges BCI to request certain mandatory information before entering into a financial transaction with the client.

Details of the information and documentation required from clients are set out below.

### FICA DOCUMENTATION REQUIRED FOR INDIVIDUAL INVESTORS

#### South African natural persons:

- + Certified copy of your green, bar-coded identity document (South African citizens)
  - \* *South African citizens: a passport /driver's licence containing the above information will only be accepted with a written reason for the unavailability of the ID document.*
- + Document (not older than 3 months) showing your residential address

#### Foreign Nationals natural persons:

- + Certified copy of valid passport (foreign national)

#### If you don't have a proof of address in your name but live your spouse/partner or co-habitant:

- + Utility bill, or any other acceptable proof of residence of spouse/partner or co-habitant
- + Identity document of the spouse/partner or co-habitant
- + Joint address declaration form (available on our website)

#### Deceased Estate:

- + Death Certificate
- + Letter of Executorship/Letter of Authority
- + Certified copy of identity documents for persons acting on behalf of the estate
- + Utility bill (not older than 3 months) of each person acting on behalf of the estate

#### The investment is in the name of a minor:

- + Utility bill or other acceptable proof of residence in the name of parent or legal guardian
- + Identity document of a parent or legal guardian
- + Birth certificate of the minor
- + If the investment is funded by a third party other than the parent or legal guardian please provide utility bill and ID of third party

#### Legal Incapacity:

- + Power of Attorney, mandate, resolution duly executed by authorised signatories
- + Certified copy of identity documents for persons acting on behalf another
- + Utility bill or other acceptable proof of residence in the name of the person acting on behalf of another

#### One of the following documents reflecting name and physical residential address is required for proof of address:

- + Not older than 3 months:
  - Utility bill / rates and taxes.
  - Telkom statement that has been posted to the investor's residential address.
  - Copy of a cell phone contract statement.
  - Bank statement that has been posted to the investor's residential address.
  - Copy of mortgage statement.
  - Copy of MNET or DSTV account.
  - Copy of levy certificate issued by the body corporate, home owners association or managing agent for properties in sectional title, cluster or share block developments.
  - Statement of account issued by a retail store that reflects the residential address of the person.
  - A copy of a confirmation of residence from a Retirement village / Retirement home on their letterhead.
- + Not older than 12 months:
  - Copy of SABC licence or SABC licence card.
  - Copy of motor vehicle licence.
  - Copy of long or short term insurance policy.
  - Copy of SARS document (excluding E-filing documents).
  - Copy of lease or rental agreement.
  - Copy of court order.

**ANNEXURE C**  
**FEES AND FUND INFORMATION**

\* Including VAT | 0% Initial fees

**HAVARD HOUSE FUND RANGE**

Fund	Class	Fund Objective	Regulation 28 Fund	Risk	Distribution Frequency	Benchmark	Performance Fee	Max Commision*	Service Fee*	Max allowed Net Equity Exposure
Harvard House BCI Equity Fund	A	To sustain high long-term capital growth.	No	Aggressive	Semi-Annually	FTSE JSE ALSI J203T	None	0.00%	1.08%	100%
Harvard House BCI Flexible Income Fund	A	To achieve a high level of sustainable income and stability of capital invested.	No	Conservative	Quarterly	BEASSA ALBI (1-3 yr sub index)	None	0.00%	1.08%	10%
Harvard House BCI Property Fund	A	To achieve high income and long term capital appreciation found through investing in mainly listed property securities.	No	Conservative	Quarterly	FTSE/JSE SA Listed Property Total Return Index (J253T)	None	0.00%	1.08%	10%

**Conflict of Interest**

1. The Investment manager earns a portion of the service charge and performance fees where applicable.
2. In some instances portfolios invest in other portfolios which forms part of the BCI Schemes, refer to fact sheets for more details.

Collective Investment Schemes in Securities (CIS) are generally medium to long term investments. The value of participatory interests may go down as well as up and past performance is not necessarily a guide to the future. Fluctuations or movements in exchange rates may cause the value of underlying international investments to go up or down. CIS are traded at ruling prices and can engage in borrowing and scrip lending. A schedule of fees and charges and maximum commissions is available on request from the company/scheme. Commission and incentives may be paid and if so, would be included in the overall costs. Forward pricing is used. For Money Market Funds a constant price will be maintained. While a constant price is maintained the investment capital is not guaranteed. A fund of funds is a portfolio that invests in portfolios of collective investment schemes, which levy their own charges, which could result in a higher fee structure for these portfolios. Different classes of units apply to these portfolios and are subject to different fees and charges. Boutique Collective Investments (RF) (Pty) Ltd is a member of the Association for Savings & Investment SA (ASISA).



**ANNEXURE D**

**Self Certification Form**

Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trust funds. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI".

**SECTION 1: INVESTOR DETAILS**

**Type of Entity**

Individual

**Personal Details**

Title

Surname

First Name(s)

Date of birth

Country of Birth / Incorporation

Identification number

**SECTION 2: TAX DETAILS**

ARE YOU A RESIDENT FOR TAX PURPOSES ANYWHERE OTHER THAN SOUTH AFRICA YES  NO

If you have answered 'Yes', please complete the table below:

Tax residence	Tax number	Tax jurisdiction	Nationality
<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 3: DECLARATION**

The Government of the Republic of South Africa and the United States of America (USA) have entered into an Intergovernmental Agreement in terms of which each party has agreed to share Information allowing for the improvement of tax compliance between the countries. BCI is legally obliged to provide the South African Revenue Service (SARS) with information provided to us when you invest or transact with us. SARS in turn will pass such information to the Inland Revenue Services of the USA.

**Declaration**

I hereby confirm that the above information is correct.

Signature of investor(s) / legal guardian

Date   /   /

**CONTACT DETAILS**

**Physical Address**

Boutique Collective Investments  
Catnia Building  
Bella Rosa Village  
Bella Rosa Street  
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