

## UNIT TRUST ADDITIONAL APPLICATION FORM

### HOW TO INVEST

1. Please send the completed Application Form, together with the required supporting FICA documentation and proof of payment to Prescient Management Company (RF) (Pty) Ltd ("the Manager") at fax number **+27 21 700 5331** or e-mail to [pmancoadmin@prescient.co.za](mailto:pmancoadmin@prescient.co.za).
2. Cut off time for receiving transactions is **13:00 (SA)**.
3. The following supporting documentation must be submitted with this application:

FICA Documentation *(only if changed)*
 Proof of Deposit
  Proof of Banking Details *(only if changed)*

### INVESTOR DETAILS

Name

Client Number

### CONTACT PERSON

Title  Surname

First Name(s)  Male  Female

Telephone (H)  Telephone (W)

Cell  Fax

E-mail Address

### BANKING DETAILS (IF CHANGED)

Name of Account Holder	<input type="text"/>
Bank	<input type="text"/>
Branch Name	<input type="text"/>
Branch Code	<input type="text"/>
Account Number	<input type="text"/>
Account Type	<input type="text"/>

Signature of Account Holder

- Please provide proof of bank account details. Proof of bank account details is a bank statement that is no older than 3 months and that clearly displays the investor's name and bank account number. Alternatively, a cancelled cheque may be provided.
- The account holder must have a South African bank account.
- Debit orders and electronic collections will be deducted from this account.
- The onus is on the investor to inform the Manager of any changes to the bank account details.
- No payments will be made into third party bank accounts or credit cards. (i.e. payments will only be made to the bank account in the name of the registered investor).

### SOURCE OF FUNDS INVESTED

Please specify the source of funds (e.g. salary; investment proceeds; sale of assets; inheritance etc.). The Manager reserves the right to request documentary proof e.g. income statement, bank statement.

**METHOD OF PAYMENT**

**Lump Sum** Please deposit your lump sum investment directly into the following bank account:

Account Name	Metope -inflow account
Account Number	1164689150
Bank	Nedbank
Branch	Corporate Client Services
Branch Code	198 765
Reference Number	Investors Name and Surname

Cheque deposit  All cheques need to be endorsed as "Non Transferable" and deposited directly into the unit trust inflow account by the investor. Banks do not accept cheques that exceed an amount of R500 000.00. Please insert investors name and surname as reference. The investment will only be made when cheques are cleared.

Electronic / Internet Transfer  Electronic internet transfers may take up to two business days to appear in the bank account. Units may only be purchased upon receipt of documentation and funds into the account. Please attach proof of transfer.

**Debit Order / Electronic Collection**

I/we hereby authorise the Manager to deduct the stated amount for the investment from the bank account above. I/we agree to pay bank charges and costs incurred by this electronic collection or debit order. Any debit order amendment must be received in writing by the Manager prior to the 7th day of the month in order for it to be acted upon in the following month.

Electronic Collection  Funds are deducted from the investor's bank account on receipt of this application form and all supporting documentation. Electronic collection by the Manager is restricted to a maximum of R1000 000.00 per debit. Where a higher amount than this is requested, multiple debits will be processed on the same day.

Regular Debit Order  Funds are deducted from the investor's bank account on the **1<sup>st</sup> working day** of each month or **as soon as possible thereafter**.

Commencement date         Annual Escalation    %

**Please note: funds invested via electronic collection or debit order may not be redeemed until after 40 days from the date on which such funds were invested into units on your behalf.**

**Banking details for debit order deduction/electronic collection (if different from investor's bank details):**

Name of Account Holder	
Bank	
Branch Name	
Branch Code	
Account Number	
Account Type	

Signature of Account Holder

**APPOINTMENT OF FINANCIAL ADVISOR (IF APPLICABLE)**

Name of Financial Advisor

Name of Financial Services Provider (FSP)  FSP License Number

Contact Tel No  E-mail

Prescient IFA/Broker Code

License Category                      Category I                       Category II                       Category IIA

VAT vendor status                      Registered                       Not Registered

VAT Number

**I, the appointed Financial Advisor for this investment application declare that:**

1. I am licensed to render services in respect of this product.
2. I have made the disclosures required in terms of the Financial Advisory and Intermediary Services Act 37 of 2002 and subordinate legislation thereto, to the investor/s.
3. I have fully explained the meaning and implications of replacement (if applicable) to the investor/s and that I am fully aware of the possible detrimental consequences of replacement.
4. I have established and verified the identity of the investor/s (and persons acting on behalf of the investor) in accordance with the Financial Intelligence Centre Act 38 of 2001 (FICA) and the regulations thereto, and I will keep records of such identification and verification according to the provisions of FICA.
5. I have explained all fees that relate to this investment to the investor/s and I understand and accept that the investor/s may withdraw his / her authority for payment to me in writing and inform the Manager and me.
6. My personal information may be used by the Manager in the normal course of business to provide the products and services and the Manager may retain any information for purposes of investment transactions, processing and administration and to communicate directly with me. Personal information will not be given or sold to any third parties. The Manager will disclose or report personal information if and when required to do so by law or any regulatory authority, and to our employees, or agents who require such information to carry out their duties.

Signature of investor  Date

**SPECIAL INSTRUCTIONS**

In the event that a special fee arrangement has been entered into with the Manager, please indicate such arrangement below.


**AUTHORISATION AND DECLARATION**

1. I have read and fully understood all the pages of this application form and agree to the Terms and Conditions of this investment into the Unit Trust Option(s) and I understand that this application and any further documents, read with the Deed, constitutes the entire agreement between Prescient Management Company (RF) (Pty) Ltd (“the Manager”) and me.
2. I warrant that the information contained herein is true and correct and that where this application is signed in a representative capacity, I have the necessary authority to do so and that this transaction is within my power.
3. I am aware of the charges and fees, the total expense ratio, investment objectives, risk factors and income distributions applicable to my investment as set out in this form and in other documentation provided to me.
4. I authorise the Manager to deduct any debit orders, electronic collections, any applicable taxes and also to pay all fees. If the additional annual advisor fees are insufficient to pay the Financial Advisor (FSP) from one portfolio, the Manager will sell units proportionately from the portfolios and pay the amounts to the advisor monthly. Permissible deductions from the portfolio include management fees, performance fees, bank charges, trustee/custodian, audit fees, securities transfer tax and brokerage.
5. I acknowledge that the responsibility in ensuring my instruction has been received and actioned by the Manager lies with me.
6. I acknowledge that the Manager will not be liable for any damages or loss of whatsoever nature arising out of the Manager’s failure to action my instruction due to any occurrences beyond the control of the Manager, nor will the Manager be liable for any loss incurred due to incorrect information being supplied by myself or by my advisor or agent sending completed documentation to the incorrect mailbox.
7. I acknowledge the transaction cut off times set out herein and agree to comply with such cut off times.
8. I acknowledge the inherent risk associated with the selected Unit Trust Option(s) and that there are no guarantees.
9. I understand and agree that no part of the services provided by the Manager constitutes a solicitation, recommendation, guidance or proposal, nor does it constitute financial, tax, legal, investment or other advice. I warrant to the Manager that I am acting for my own account, I have made my own independent decisions to enter into the investment and as to whether the investment is appropriate or proper for me, based upon my own judgement and upon advice from such advisors as I may deem necessary. I warrant that I am not relying on any communication from the Manager, whether written, oral or implied as investment advice or as a recommendation to enter into the investment; it being understood that information and explanations relating to the terms and conditions of an investment shall not be considered investment advice or a recommendation to enter into the investment. I warrant that I have not received from the Manager any assurance or guarantee as to the expected results of the investment.
10. I understand that the Manager will accept instructions from my FSP only if duly appointed and authorised in writing by me. The Manager will not be held liable for any losses that may result from unauthorised instructions given to the Manager by my FSP.
11. I hereby authorise the Manager to furnish written reports to my duly appointed FSP, if applicable.
12. If I have appointed an FSP I authorise the payment of the negotiated fees to be paid to my FSP from my portfolios. This authority to pay fees may be withdrawn by written notice to the Manager.
13. I authorise the Manager to accept and act upon instructions by facsimile or e-mail and hereby waive any claim that I have against the Manager and indemnify the Manager against any loss incurred as a result of the Manager receiving and acting on such communication or instruction.
14. SARS requires the Manager to pay over dividend tax on your behalf where applicable. The Manager will deduct this tax before it pays any dividends or re-invests these into your investment account. Unless the Manager receives information from you indicating otherwise, accounts held by South African trusts, companies and partnerships will attract the default Dividend Withholding Tax (DWT) rate of 20%.
15. Any personal information may be used by the Manager in the normal course of business to provide the products and services and the Manager may retain any information for purposes of investment transactions, processing and administration and to communicate directly with me. Personal information will not be given or sold to any third parties. The Manager will disclose or report personal information if and when required to do so by law or any regulatory authority, and to the Manager’s employees (if relevant), or agents who require such information to carry out their duties. 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) as explained in the Terms and Conditions and the Compulsory Foreign Tax Declaration and Self-Certification attached hereto.
16. I consent to the Manager making enquiries of whatsoever nature for the purpose of verifying the information disclosed in this application and I expressly consent to the Manager obtaining any other information concerning me from any source whatsoever to enable the Manager to process this application.
17. I confirm that I have received, noted and understand the following information:
  - the Minimum Disclosure Document
  - Effective Annual Cost (EAC can be obtained on request from pmancoadmin@prescient.co.za)
  - investment objectives
  - the calculation of the NAV and dealing prices
  - charges and fees
  - risk factors
  - distribution of income accruals
  - any additional information necessary to enable the investor to make an informed decision
18. I consider myself to be, or to be associated with, a Domestic Prominent Influential Person<sup>1</sup> or a Foreign Prominent Public Official<sup>1</sup>.  
 Yes  No   
 If ‘Yes,’ please provide details:

Signed at  Date

Full name of signatory  Capacity

Signature of Investor/Legal Guardian

Signature of investor's authorized representative\* (if applicable)

\* If signing on behalf of the investor please provide proof of authority and supporting verifying documentation.

**<sup>1</sup>Domestic Prominent Influential Person** is an individual who holds, including in an acting position for a period exceeding 6 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;
- a 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 registered in terms of the Electoral Commission Act;
- a member of a royal family or senior traditional leader;
- the head, accounting officer or chief financial officer of a national or provincial department or government component;
- the municipal manager of a municipality;
- the chairperson of the controlling body, the chief executive officer, or a natural person who is the accounting authority, the CFO or the CIO of a public entity listed in schedule 2 or 3 to the Public Finance Management Act;
- the chairperson of the controlling body, CEO, CFO or CIO of a municipal entity;
- a constitutional court judge or any other judge;
- an ambassador or high commissioner or other senior representative of a foreign government based in the republic;
- a high ranking officer of the South African National Defense Force;
- a chairperson of the board of directors, chairperson of the audit committee, the CEO or the CFO of a company that provides goods or services to an organ of state;
- head or other executive directly accountable to the head of an international organisation based in the Republic.

**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 or head of a country or government;
- member of a foreign royal family;
- government minister or equivalent senior politician or leader of a political party;
- senior judicial official;
- senior executive of a state owned corporation; or
- high-ranking member of the military.

**CONTACT PRESCIENT MANAGEMENT COMPANY (RF) (PTY) LTD**

<b>Physical Address</b>	Prescient House, Westlake Business Park, Otto Close, Westlake, 7945
<b>Postal Address</b>	P.O. Box 31142 Tokai 7966
<b>Telephone</b>	+27 21 700 3600
<b>Fax</b>	+27 21 700 5331
<b>E-mail</b>	<a href="mailto:pmancoadmin@prescient.co.za">pmancoadmin@prescient.co.za</a>
<b>Website</b>	<a href="http://www.prescient.co.za">www.prescient.co.za</a>

**METOPE INVESTMENT MANAGERS (PTY) LTD**

<b>Physical Address</b>	Moorings 4, Portswood Ridge, Portswood Road, V&A Waterfront, 8001
<b>Postal Address</b>	PO Box 51316, Waterfront, 8002
<b>Telephone</b>	021 418 3760
<b>Fax</b>	021 418 3530
<b>E-mail</b>	info@metopegroup.com
<b>Website</b>	www.metopegroup.com

## COMPLIANCE DEPARTMENT

<b>Compliance Officer</b>	Denver Hendricks
<b>Physical Address</b>	Prescient House, Westlake Business Park, Otto Close, Westlake, 7945
<b>Postal Address</b>	P.O. Box 31142 Tokai 7966
<b>Telephone</b>	+27 21 700 5463
<b>Fax</b>	+27 21 700 5331
<b>E-mail</b>	compliance@prescient.co.za
<b>Website</b>	www.prescient.co.za

## COMPLAINTS

Please do not hesitate to contact us if you are not satisfied with this investment or the services received from the Manager. A complaint must be submitted to the Compliance Officer. The Manager will acknowledge the complaint in writing and will inform the investor of the contact details of the persons involved in the resolution thereof. Should you wish to lodge a complaint regarding the services being provided, an e-mail can be sent to [complaints@prescient.co.za](mailto:complaints@prescient.co.za) or alternatively you can obtain our complaints policy, conflict of investment management policy from the compliance department (address above).

If an investor is not satisfied with the response from the Manager or if an investor has a complaint about the advice given by the Financial Advisor, he/she has the right to address his/her complaint in writing to the Ombud for Financial Services Providers at the address below. The Ombud is legally empowered to investigate and adjudicate complaints in a procedurally fair, economical and expeditious manner.

<b>Postal Address</b>	P.O. Box 74571 Lynnwood Ridge 0040
<b>Telephone</b>	+27 12 470 9080
<b>Fax</b>	+27 12 348 3447
<b>E-mail</b>	info@faisombud.co.za

## INVESTMENT OPTION DETAILS

Unit Trust Portfolio	FEE OPTIONS			Initial Financial Advisor Fee %	Annual Financial Advisor Fee %	Investment Amount (R)	Debit Order (R)	Re-invest distributions? If "yes" ✓
	Tick (✓)	Annual Management Fee %	Annual Distribution Fee %					
Metope Property Prescient Fund		1.25% + performance fee of 15% above the benchmark over a 2 year rolling period						

Minimum Investment Amount R1 000 lump-sum OR R250 per month

**Notes:**

- I hereby apply to purchase units in the selected portfolios subject to the conditions of the relevant Deed at the ruling fund prices.
- The Manager does not charge an initial fee.
- The **annual management fee** is the fee charged by the Manager for managing or administering the fund.
- An **annual distribution fee** is an annual fee payable to financial advisors by the Manager for marketing and distribution services. This fee is included in the annual management fee and will not reflect on investor statements. You cannot negotiate this fee percentage.
- The **financial advisor fees**:
  - You may negotiate an **initial financial advisor fee**, to be paid to your financial advisor before your first contribution is invested.
  - You may negotiate an **annual financial advisor fee** to be paid to your financial advisor. Units will need to be cancelled to pay your advisor this fee.
- Fees exclude VAT.

**\*Should you elect to have your distributions paid out, they will be paid into the bank account specified in this application. All distributions below R1 000 will automatically be re-invested.**

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