STANLIB



Change of details Form

Collective Investments (Unit Trust)

CLIENT DETAILS												
Please ensure that all required supporting documentation is submitted with this instruction as stipulated in the Financial Intelligence Centre Act.												
ENTITY NUMBER*			TITLE									
NAME/S*			SURNAME/NAME OF LEGAL ENTITY*									
IDENTITY/PASSPORT / REGISTRATION NUMBER*		CELLPHONE NUMBER*										
TELEPHONE (WORK)			EMAIL A	ADDRESS*								
*Compulsory section												
FATCA/CRS SELF-CERTIFICATION DECLARATION FOR INDIVIDUALS												
As part of STANLIB's obligation to comply with the U.S Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standards (CRS) and the Automatic Exchange of Information reporting (AEOI) we require you to provide us with your tax information. This tax information will be kept on record and will be disclosed to the relevant tax authorities as and when required as per the FATCA and CRS regulations. The information contained under this section is not tax advice. We recommend that you consult a professional tax or legal advisor for specific tax or legal advice. • Failure to complete all fields in this section will result in a delay in your application being processed												
UNITED STATES OF AM	ERICA CITIZENS *											
ARE YOU A CITIZEN OF TH	E UNITED STATES OF AMERICA?	NO	YES		•	an individual IR IRS website: h						
TAX INFORMATION FO	R AEOI/CRS REPORTING *											
 By ticking 'No' you co If you are registered o 	OR TAX IN SOUTH AFRICA? nfirm that you are not registered for Tax r not registered for taxation in South Africa, w of country(ies) of tax residency on the table bel		NO	YES	TAX IDENT NUMBER	TIFICATION						
*ARE YOU REGISTERED FO	OR TAX IN THE UNITED STATES OF AME	RICA?	NO	YES	TAX IDENT NUMBER	TFICATION						
*ARE YOU A REGISTERED	TAX PAYER IN ANY OTHER COUNTRY?		NO	YES								
associated Tax Iden	ease list all countries, including South A tification Numbers in the table below, cable' on the table below, you confirm th							s, and pro	vide th	ne		
Country(id	es) of Tax Residency *		Ta	ax Identificat	tion Number	*		Not A	pplica	ıble		
								Г				
1.												
2.												

*Compulsory Section



r lease lick the appropriate field below	tor the change you wish to implement on your investment prome.										
EMAIL ADDRESS	TELEPHONE/CELLPHONE NUMBER ADDRESS DETAIL (POSTAL/PHYSICAL) BANKING DET	BANKING DETAIL									
DEBIT ORDER DETAILS	ANNUAL CONTRIBUTION INCREASE INCOME DISTRIBUTION PHASE IN OP	TION									
*Compulsory section											
CHANGE OF ADDRESS											
PHYSICAL ADDRESS											
COMPLEX / UNIT / HOUSE NUMBER *											
COMPLEX NAME / ESTATE *											
STREET NUMBER *											
STREET NAME / FARM NAME / AREA NAME *											
SUBURB / DISTRICT *											
CITY / TOWN *											
COUNTRY *	CODE *										
POSTAL ADDRESS											
SAME AS PHYSICAL ADDRESS											
PO BOX NUMBER											
POST OFFICE NAME											
POSTAL CODE											
PRIVATE BAG NUMBER											
POST OFFICE NAME											
POSTAL CODE											
POSTNET SUITE NUMBER											
PRIVATE BAG NUMBER											
POST OFFICE NAME											
POSTAL CODE											
CHANGE OF CONTACT NUM	BER										
NEW CELLPHONE NUMBER	-										
CHANGE OF EMAIL ADDRES	SS										
EMAIL ADDRESS											



DETAILS UPDATE *

CHANGE OF RECURRING DEBIT ORDER DETAILS *

The product minimum recurring debit order amounts must be met, refer to our website www.stanlib.com for more information.

- If all units are selected and the debit order is not requested to be cancelled, we will payout all available units at that time and balance of uncleared units when they clear, and the debit order will continue running.
- If all units are selected and the debit order cancellation is selected, we will payout all cleared units at the time of request and stop the debit order, uncleared units will be paid out when they clear.

DEBIT ORDER PREFERRED DATE	1ST (DEFAULT	DATE) 15TH 25TH COMMENCEMENT DATE			-				
PAYMENT FREQUENCY	MONTHLY	QUARTERLY BI-ANNUALLY ANNUALLY	М	М		Y	Υ	Y	Y
CHANGE EXISTING DEBIT ORDER	YES	NO							
LOAD NEW DEBIT ORDER (EXISTING CLIENTS ONLY)	YES	NO							

*If no date is selected, we will default to the 1St of the following month.

*If frequency is not selected, we will default to a monthly payment frequency.

Fund Name	New debit order amount	Change debit order portfolio to (specify new portfolio name)	Cancel
	R		
	R		
	R		
	R		
	R		

ANNUAL CONTRIBUTION INCREASE

Should you wish to increase your recurring debit order automatically each year, please indicate this be	

•									_
PERCENTAGE INCREASE PER ANNUM		5%			109	%		15%	20%
CANCEL ANNUAL DEBIT ORDER INCREASE		YES			NO	1			
EFFECTIVE MONTH		-							
	М	М	,	Υ	Υ	Υ	Υ		

INCOME DISTRIBUTION

All distributions will be reinvested as per the investment selection unless otherwise instructed.

	Income Distrib	ution Method
Fund Name	Pay into Bank Account	Reinvest into Existing Fund

PHASE-IN OPTION

Please note that a Phase-in option and a Cash Flow Plan (CFP) are not allowed to run on the same fund concurrently. Phase-in will move all units from the STANLIB Money Market Fund to the target fund at the requested period over the period selected. The amount to be phased in will be calculated in accordance with the percentage selected based on the original amount stipulated below, until the balance in the STANLIB Money Market Fund has reduced to zero. Any distribution amounts payable from the Money Market fund will be reinvested into the first fund indicated below.



																								%
																								%
																								%
PLEASE PHASE IN THE AMOUNT OF	R										. [ON TH	HE				THE ONTH				
PHASE IN FREQUENCY		10M	NTHLY	Y		QUA	ARTE	RLY		BI-A	NNUA	ALLY		А	NNUALL	Y								
COMMENCEMENT DATE	D	D	-	М	М	-	Υ	Y	Υ	Y														
BANKING DETAILS FOR A	ONG	CE-(OFF	DEI	віт	CO	LLE	ECTI	ON	1/ R	ECL	JRR	I NO	G D	EBIT (ORE	DER	/ LI	NK	ТО	E-T	RAI	DE	
E-trade refers to the electronic portal de executable with a computer or smartpho transactions on their portfolios. These trato investors as it allows more control and to." Should you require to be linked to e-tra	one dev ansact easier	vice ar	nd are can b sactab	e mad oe add oility o	de qui dition ver th	ickly nal in neir p	with vest ortfol	no pa ments ios. "Y	perw s, sw 'ou m	ork re	equire s, red	d. Ty lemp	pical	ly the	e user wil I regular	l logi casl	n to t	he STA plans	ANLIB s (CFF	Onlir Ps) . Tl	ne we	ebsite ervice	and is ap	proces opealin
AUTO LINK ME TO E-TRADE		T 1				1				I				I										
BANK																		<u> </u>	<u> </u>			<u> </u>		
BRANCH										ı				В	RANCH (CODI		<u> </u>				<u></u>		
ACCOUNT NUMBER																								
ACCOUNT TYPE		CHE	QUE							SAV	INGS						TF	RANSI	MISSIG	NC				
ACCOUNT HOLDER'S ID NUMBER																								
ACCOUNT HOLDER'S NAME																								
SIGNATURE OF BANK ACCOUNT HOLDER/ AUTHORISED SIGNATORY																								
If the debit order is funded by a 3rd party (spour *For individuals: Certified copy of the third party *For entities: Standard Bank – Bank account materials * Market links, Credit cards, Call accounts	's identi andate	ity docu *Other	r banks	s – Bar	nk Lett	ter co	nfirmi	ng sign	-							ocume	nt with	า a sped	cimen s	signatu	ıre.			
CORRESPONDENCE METH	OD																							
All statements, reports and notices w	ill be :	sent (electr	ronica	ally h	ence	e the	inves	stor's	s em	ail an	d/or	cellp	hone	e numbe	r are	mar	ndator	y req	uiren	nents	s.		
REGULAR INCOME OPTIO	N - (CAS	H FI	LOV	V PL	_AN	1 (C	FP)																
The regular income option allows you commencement date of the regular in depending on your bank. To stop the	ncome	e opti	on re	fers t	to the	e dat	e the	e Man	nage	r will	proce	ess tl	he tr	ansa	ction. P			-					days	,
Please note that CFP will only take	effec	et on	ce fu	nds	are c	elear	red.																	
	Fur	nd Na	me													Α	moui	nt					С	ancel
												R												
												R												
										TC	TAL	R												

Phase Into



Percentage

	Fund Name Amount	Cancel
	R	
	TOTAL R	
PAYMENT FREQUENCY	MONTHLY QUARTERLY BI-ANNUALLY ANNUALLY	
PREFERRED DATE	COMMENCEMENT DATE (25TH DEFAULT DATE)	

- *If CFP is selected and a date frequency is not indicated, we will default to monthly frequency.
- *Payment can take upto 48 hours to reflect from date requested and this will vary from bank to bank.
- *If Payment is requested on a weekend or public holiday, it will only be processed on the preceding working day.
- *If Fund is not selected under the CFP option will process proportionately across funds.

TERMS AND CONDITIONS

1. 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 "processina" as defined in POPIA) your personal information.

STANLIB will only process your information for the following purposes:

- 1.1. To provide you with products and services;1.2. To manage and administer your investments;
- 1.3. To communicate with you and/or your financial adviser;
- 1.4. To comply with your instructions or the instructions of your financial adviser;
- 1.5. 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.
- 1.6. For payment processing for services providers, merchants, banks and other persons that assist with the processing of your payment instructions;
- 1.7. 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;
- 1.8. To provide relevant information to a contracted third party who requires the information to provide a service to you for your investment;
- 1.9. 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.
- 1.10. To send your information to a third party to perform verification checks on the information provided by you to STANLIB.
- 1.11. To assist in enhancing our services and your client experience:
- 1.12. For analysis in order to assess and improve our business and services or the business and services of the Standard Bank Group;
- 1.13. To verify your identity;
- 1.14. To detect and prevent fraud or money laundering;
- 1.15. To comply with laws and public duties;
- 1.16. In the interests of security and crime prevention;
- 1.17. For operational, marketing, audit, legal and record keeping purposes;
- 1.18. 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
- 1.19. 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;
- 1.20. 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;
- 1.21. To provide your information to persons to whom STANLIB cedes its rights or delegates its obligations to under agreements; and:
- 1.22. 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 or write to STANLIB's Information Officer at: P O Box 202, Melrose Arch, 2076. or a Iternatively, you can email STANLIB's information officer at privacy@stanlib.com

- 2.1. The terms and conditions signed and agreed to in the Investment Application form will remain in force and apply to this transaction. 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.
- 2.2. The Manager will endeavour to process a change of details instruction within a period of 48-hours, provided that there are no outstanding administrative issues between the Manager and the Client.
- 2.3 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 or any other electronic medium and which appear to emanate from the Client. The Financial Advisor and the Manager 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, telephone or any other electronic medium shall constitute prima facie proof of the contents of such instructions and applications.
- 2.4. Customer Service Queries: You can contact our Customer Service team to log a query by visiting our website on www.stanlib.com or send all queries to contact@stanlib.com or contact our contact centre on 086 123 003
- 2.5 Complaints: Should the you need to lodge a complaint with STANLIB regarding the services being provided, you can log on to www.stanlib.com to submit a complaint or alternatively send complaints to complaints@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 / AUTHORISED SIGNATORY *	DATE	D	D	-	М	M	- [Y	Y	Y	Y
CAPACITY	SIGNED AT										
SIGNATURE OF FINANCIAL ADVISER	 DATE) D	_	M	M	_	Υ	Υ	Y	Y
	SIGNED AT										

