# INVESTMENT APPLICATION FORM NATURAL PERSONS

Foord Unit Trusts (RF) (Pty) Ltd



# **HOW TO INVEST WITH FOORD**

- 1. Complete the relevant sections in full. If you require any assistance in completing this form, please call us on 021 532 6969.
- 2. Deposit your lump sum investment directly into the bank account set out below. Investors who wish to invest via a monthly debit order must complete section C. Cash and cheque deposits are not accepted. Please use your surname as reference for EFT payment.

ACCOUNT NAME	ACCOUNT NUMBER	BANK NAME	BRANCH NAME	BRANCH CODE
FOORD UNIT TRUSTS (RF) (PTY) LTD	6204 4711 366	FIRST NATIONAL BANK	REMOTE BANKING SERVICES	25-06-55

- Please fax (021 532 6970), email (unittrusts@foord.co.za) or deliver (Forest Mews, 96 Forest Drive, Pinelands, 7405, South Africa) this Investment Application
  Form, together with the required supporting documentation in section J, proof of the deposit and a recent bank statement to Foord Unit Trusts (RF) (Pty) Ltd
  (Foord).
- 4. Business cut-off time for receiving instructions is 14h00. Instructions will only be processed once all required documentation has been received.

A. INVESTOR DETAILS	
Title First name(s)	Surname
SA identity number	
Additional citizenships	Foreign passport number(s)
	Foreign passport expiry date
Date of birth	Country of birth
Occupation	
Residential address	
	Country Postal code
Postal address	
	Country Postal code
Tel home ( )	Tel work   ()
Email	
Online access requested:	lo Cell number ()

# **B. INVESTMENT DETAILS**

Subject to the conditions in the Trust Deed, and relevant Supplemental Deeds, I hereby apply to purchase units in the following funds, at the ruling fund prices:

FUND	MINIM	MINIMUMS		MONTHLY	ANNUAL DEBIT ORDER INCREASE*	DISTRIBUTIONS** (X TO ACTION)	
	LUMP SUMS	MONTHLY			(% OR RAND VALUE)	PAY OUT	REINVEST
Foord Flex Income	R 20 000	R 1 000	R	R			
Foord Conservative	R 50 000	R 1 000	R	R			
Foord Balanced	R 50 000	R 1 000	R	R			
Foord Flexible FoF	R 50 000	R 1 000	R	R			
Foord Bond	R 50 000	R 1 000	R	R			
Foord Equity	R 50 000	R 1 000	R	R			
		TOTAL	R	R			

<sup>\*</sup> This facility allows you to automatically increase your investment amount by a set percentage or rand amount on each anniversary date.

The Foord International Feeder Fund and the Foord Global Equity Feeder Fund are closed for additional investment due to exchange control limitations. The underlying global

<sup>\*\*</sup> Should you elect to have your March and September distributions paid out (Foord Flex Income Fund only: quarterly at end March, June, September and December), payment will be made to the investor's pay out bank account specified in section C. All distributions below R500 are reinvested automatically.

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funds, denominated in US dollars, are available for	or direct investment. For further	information, please contact Foor	d or visit www.foord.co.za/Fo	oord-Global-Funds
INVESTMENT DETAILS/CONTINUED				
PAYMENT METHOD				
☐ Electronic transfer	☐ Mon	thly debit order		
MONTHLY DEBIT ORDER				
Debit order date	Comm	nencing month		
If the debit order date falls over a weekend or Sou We may cancel the debit order if a transaction can	th African public holiday, pay		,	r new debit orders.
SOURCE OF INVESTMENT FUNDS	☐ Savings	☐ Inheritance	$\square$ Bonus	☐ Donation
Other (please specify)				
Foord reserves the right to request additional docu	umentation to verify the sour	ce of investment funds.		
C. BANK ACCOUNT DETAILS				
MONTHLY DEBIT ORDERS We will use these bank details to make all future be Persons acting on behalf of the investor must comp		yment reference "FUT INVEST	-11	
Initial(s) and surname(s) of account holder(s)				
Bank				
Branch code		Account number		
Type of account	* h = l d = :			
Residential or registered address				
			Pos	stal code
Tel ( )		Fax (	)	
Relationship to the investor				
I, the third-party account holder, authorise Foord t	o debit the specified third-page	arty bank account with the m	onthly amount specified.	
Signature		(only if third p	arty bank account holder	is authorising the payment)
PAYOUT ACCOUNT DETAILS (IF DIFFERENT FROW will use these bank details to make all future proceeds resulting from the sale of units will only be	ayments to you.	bank account, unless the unit	holder is a minor.	
Bank		Branch		
Branch code				
NOTES:  • The investor must have a South Afri • Three business days' written notice • The onus is on the investor to inforr	is required to change or cand	cel debit order instructions.	vided (a recent bank state	ement or bank confirmation

• No payments will be made to third party bank accounts. Payments will be made only into a bank account registered in the name of the investor.

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D. TAX STATUS	
Are you resident in South Africa for the purposes of South African income tax?	☐ Yes ☐ No
SA income tax number or reason for no number	
Are you eligible for a reduction of dividend tax withheld on distributions?	□ Yes □ No
If yes, please complete the additional form, Dividends Tax: Declaration and Underta NOTE: Distributions from a Real Estate Investment Trust (REIT) are taxable local div from dividends tax.	
Foord is obliged to comply with the reporting requirements of the South African Re	evenue Service (SARS) in relation to Automatic Exchange of Information.
Are you subject to taxation in any other country or jurisdiction?	☐ Yes ☐ No
Name of foreign country(ies) if applicable	
Foreign tax number(s)	
E. PUBLIC OFFICE	
Do you consider yourself to be, or to be associated with, a Domestic Prominent Infl Details	
F. PERSON ACTING ON BEHALF OF AN INVESTOR &	JOINT NAME REGISTRATION
Person acting on behalf of an investor*  * Legal guardian(s) or person(s) with power of attorney or mandate to act on behalf of a child ceases when the compared when your mandate ceases, Foord will only act on instructions received directly the state of the compared to	hild reaches the age of legal majority (18 years).
** Joint registration is only accepted for married persons. The default ownership This application form must be signed by both the main investor and the joint Please consult your tax advisor regarding the tax and estate planning consequence.	investor.
Title First name(s)	Surname
SA identity number	
Additional nationality(ies)	Foreign passport number(s)
Date of birth	
Occupation	Relationship to main investor
Residential address	
	Country
Postal address	
	Country Postal code
Tel home ()	Tel work( )
Fax ( )	Cell ( )
Email	
Are you a resident in South Africa for the purposes of South African income tax?  SA income tax number	☐ Yes ☐ No
Are you subject to taxation in any other country or jurisdiction?	☐ Yes ☐ No
Name of foreign country(ies) if applicable	
Foreign tax numbers	

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FOORD UNIT TRUSTS (RF) (PTY) LTD



D		
Person or a Foreign Prominent Public Officer??	☐ Yes	$\square$ No
Foord will act on instructions signed by		
	Person or a Foreign Prominent Public Officer??  Joint-All (and) Foord will act on instructions signed by BOTH joint-named investors	Person or a Foreign Prominent Public Officer??

# G. COMPLIANCE AND COMPLAINTS

## COMPLIANCE

Please do not hesitate to contact us if you not satisfied with the service received from Foord. A complaint must be submitted to the Compliance Officer at the contact address set out below. Foord will acknowledge the complaint in writing and will inform the investor of the contact details of the persons involved in the resolution thereof.

Forest Mews, 96 Forest Drive, Pinelands, 7405, South Africa | Tel: 021 532 6969 | Fax: 021 532 6970 | Email: complaints@foord.co.za

#### **COMPLAINTS**

If an investor has a complaint about the advice given by a Financial Advisor, the investor has the right to address the 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.

PO Box 74571, Lynnwood Ridge, 0040 | T: 012 470 9080 | F: 012 348 3447 | E: info@faisombud.co.za

## H. TERMS AND CONDITIONS

- 1. This application, together with the Main Deed and the relevant Supplemental Deeds, will govern the legal relationship between the investor and Foord Unit Trusts (RF) (Pty) Ltd ("Foord"). It is at Foord's sole discretion to accept or reject the investor's application form. Foord may amend these terms from time to time, and shall publish the amended terms and conditions on its website, www.foord.co.za.
- 2. For the purposes of this agreement, unless the context indicates otherwise, the singular shall include the plural and vice versa, reference to a natural person shall include bodies corporate and vice versa, reference to any gender shall include the other gender and clause headings have been inserted for convenience only and shall not affect the interpretation of the agreement.
- 3. Collective Investment Schemes in Securities (unit trusts) are generally medium- to long-term investments. The value of participatory interests (units) may go down as well as up and past performance is not necessarily a guide to the future. Unit trusts can engage in borrowing. Foord does not engage in scrip lending. Commission and incentives may be paid and, if so, are not borne by the investor. A schedule of fees and charges and maximum commissions is available on request from Foord. All of the Foord unit trusts may be capped at any time in order for them to be managed in accordance with their mandates. The portfolio may include underlying foreign investments. Fluctuations or movements in exchange rates may cause the value of underlying international investments to go up or down. The underlying foreign investments may be adversely affected by political instability as well as exchange controls, changes in taxation, foreign investment policies, restrictions on repatriation of investments and other restrictions and controls which may be imposed by the relevant authorities in the relevant countries. A feeder fund is a portfolio that, apart from assets in liquid form, consists solely of units in a single portfolio of a collective investment scheme, which levies its own charges and which could result in a higher fee structure for these portfolios. A fund of funds invests only in other Collective Investment Schemes, which may levy their own charges, which could result in a higher fee structure for these portfolios.
- 4. The investor acknowledges the inherent risk associated with the selected investments and that there are no guarantees. The investor furthermore agrees that Foord will not be liable for the consequences of market influences and consequent changes in unit prices.
- 5. Unit trust prices are calculated on a net asset value basis. This is the total value of all assets in the portfolio including any income accruals less any permissible deductions from the portfolio. Permissible deductions from the total portfolio include bank charges, trustee/custodian fees, audit fees, manager's annual fees, securities transfer tax and brokerage. Forward pricing is used.
- 6. Units are traded at ruling prices and will be repurchased by Foord in accordance with the requirements of the Collective Investment Schemes Control Act and on terms and conditions set forth in the relevant Deed. The portfolios are valued daily at 15h00. The business cut-off time for receiving an instruction is 14h00. Should an instruction be received after 14h00, it will only be processed on the following business day, at the price determined on that day (excluding weekends and public holidays).
- 7. Investments will only be processed on receipt of monies, proof of deposit and all required documentation. No interest shall accrue to monies awaiting allocation.

#### **NATURAL PERSONS**

## FOORD UNIT TRUSTS (RF) (PTY) LTD



#### TERMS AND CONDITIONS.../CONTINUED

- 8. Any units purchased as a result of a debit order cannot be repurchased, switched or transferred within 40 days of each investment date.
- 9. Statements and reports are sent to all investors on a monthly basis. Advice notes are sent on a transaction basis.
- 10. All redemptions must be requested on the prescribed form and will be executed following receipt and acceptance of such written instruction and subject to Foord's requirements having been met. Please note that in the case of redemptions, settlement may take up to 48 hours.
- 11. Investors wishing to redeem units amounting to more than 5% of the total market value of the relevant unit trust fund portfolio must provide Foord with at least 7 business days' written notice of such redemption. If this notice is not received by Foord, Foord may treat such withdrawal as only having taken place on the 7th business day after such instruction is received. However, where the amount to be redeemed exceeds 10% of the total market value of the portfolio, the parties shall determine the actual date of withdrawal through mutual agreement between them.
- 12. Security cessions in respect of investments will only be recorded based on a number of units, and not in respect of any rand amount.
- 13. Foord will not be responsible for any loss, consequential or otherwise, arising from changes in tax or legislation that may have an impact on the performance of the investments. Distributions may be subject to mandatory withholding taxes. Please consult your tax advisor regarding the potential tax consequences of this investment, which may include income and capital gains taxes.
- 14. Foord reserves the right to terminate this contract by giving 5 days' notice to the investor. Units shall be repurchased on the 5th day after notification of termination at the ruling price on that day. Any proceeds from the termination shall be paid into the investor's bank account given in the application form.
- 15. Investors must provide current contact details to Foord Unit Trusts. If an investor becomes uncontactable or if a distribution or redemption payment is rejected by the recipient bank, their participatory interests will be considered to be unclaimed units. Foord will make reasonable attempts to contact holders of unclaimed units, which may include making use of an external tracing company. Related costs may be recovered from these investors. Unclaimed units will remain invested in the portfolio, until the units are claimed or transferred to another portfolio with the Registrar's consent.
- 16. Foord is subject to the provisions of the Protection of Personal Information Act No. 4 of 2013 (POPIA) with respect to all information Foord obtains. Foord takes all reasonable technical and organisational steps to protect personal information received and to keep it confidential, including the use of encryption technology. Your personal information may be shared within the Foord group and with third parties, including the Trustee, administrators, verification services and tracing agents, as instructed by Foord, provided that Foord ensures adequate safeguards and/or contractually commits these third parties to process your personal information only as directed or required by law, applying measures that are at least as stringent as Foord's information security standards. Foord will disclose or report your 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.
- 17. Access to your personal information held by Foord may be requested by you or third parties. The Promotion of Access to Information Act, No. 2 of 2000, regulates and sets out the procedure for such a request and under what circumstances such access may be refused.
- 18. No indulgence granted by Foord shall affect or prejudice the rights of Foord, nor shall it be regarded as a waiver of Foord's rights.
- 19. Foord holds both professional indemnity and fidelity insurance cover.
- 20. Foord is a registered VAT vendor. VAT registration number: 4560201594.

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FOORD UNIT TRUSTS (RF) (PTY) LTD



## I. INVESTOR DECLARATION

- All information in this application form, and in all documents that have been or will be signed by me in connection with this investment, whether in my
  handwriting or not, is accurate and complete and forms the basis of this agreement.
- I will notify Foord promptly of any changes to the information provided.
- I understand that Foord reserves the right to request more information and to verify the information that I have supplied, and that the instruction will only be processed once Foord receives all the requested information.
- I warrant that I have full power and authority to make this application and to conclude this transaction, acting either for myself (individual) or on behalf of another person (individual or legal entity), with the necessary assistance where such assistance is a legal requirement.
- I have read and fully understood the terms and conditions of this investment.
- 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 document, in the Minimum Disclosure Document (which is available at www.foord.co.za) and in other documentation provided to me.
- I acknowledge the inherent risk associated with my selected investment and I know that there are no guarantees on my investment capital, or the performance return of the investment and that this product offers no cooling-off rights. I am aware that the performance may be affected by changes in the market or economic conditions and legal, regulatory and tax requirements.
- I acknowledge and confirm that I am making an unsolicited offer to purchase units in the fund(s), and that Foord has not provided any form of financial advice.

   Process my personal information only for the purpose of this application or as provided by law
   Contact me by email and/or telephonically about this application
   Retain my personal information only for the purpose of this application or as required by law.

   I authorise Foord to:

   accept instructions by facsimile or email and hereby waive any claim that I may have against Foord and indemnify Foord against any loss incurred as a result of Foord receiving and/or acting upon such facsimile or email
   debit the debit order bank account specified by Section C (of which I am the account holder) with the amount(s) specified in section B)

   Signature

   Name of joint signatory

## J. SUPPORTING DOCUMENTATION

Foord is obliged to identify its investors and persons representing them (if applicable). Foord will only place investments once all supporting documents and requested information has been received.

Date

Kindly submit:

Date

### ☐ Proof of identity

- Identity document containing a photo, full names, date of birth and ID number, or
- unabridged birth certificate (minor <18 investors only),or
- A valid (non-expired) passport containing a photo, full names and date of birth (non-RSA citizens only)

### Proof of residential address

A document less than 3 months old containing residential address, e.g., utility bill, rental account or rates account.
 NOTE: Bank statements are not accepted as proof of address.

### Proof of authority to represent the investor (refer section F)

• Document such as investor's birth certificate (minor <18 investors), power of attorney, mandate, resolution, partnership agreement or court order.

Foord may request additional information.



# K. FUND CHARACTERISTICS — CLASS A

	FOORD FLEX INCOME FUND	FOORD CONSERVATIVE FUND	FOORD BALANCED FUND	FOORD FLEXIBLE FUND OF FUNDS	FOORD BOND FUND	FOORD EQUITY FUND
Investment Objective	some prospects of capital gain and low probability of capital loss over an	To provide conservative investors in retirement products with moderate inflation-beating returns over rolling three-year periods.	To grow retirement savings by meaningful, inflation-beating returns over the long term.	To provide unconstrained investors with meaningful, inflation-beating returns over the long term.	To outperform the FTSE/JSE All Bond Index over rolling three-year periods, with lower risk of loss.	To outperform the FTSE/JSE Capped All Share Index over the long term, with lower risk of loss.
Benchmark	110% of Alexander Forbes Short-term Fixed-interest Call Deposit Index (Stefi Call)	CPI plus 4% per annum *	Market value weighted average total return of the ASISA South African – Multi Asset – High Equity unit trust sector, excl. Foord Balanced Fund	CPI plus 5% per annum *	FTSE/JSE All Bond Index (ALBI)	FTSE/JSE Capped All Share Index (CAPI)
ASISA Fund Classification	South African – Multi Asset – Income	South African – Multi Asset – Medium Equity	South African – Multi Asset – High Equity	Worldwide – Multi Asset – Flexible	South African – Interest Bearing – Variable Term	South African – Equity – General
Suitable for South African Investors	Seeking high income yields with some prospects for capital growth     With low tolerance for capital loss over the investment horizon	Close to or in retirement Seeking medium-term, inflation-beating returns From a retirement fund investment product With a conservative investment risk profile	In pre-retirement build up or post-retirement draw down Seeking long-term, inflation-beating returns From a retirement fund investment product With a moderate investment risk profile	Seeking long-term, inflation-beating returns     From an unconstrained investment strategy     With a moderate investment risk profile	Seeking high income yields with prospects for capital growth     With a moderate investment risk profile	Seeking a moderate dividend yield and long-term capital growth     With a high investment risk profile     And able to withstand investment volatility in the short to medium term
Portfolio Orientation	SA fixed interest securities and listed property counters, with some select foreign securities and active currency management. Weighted average	A medium to low weighting in JSE shares and includes exposure to listed property securities, bonds, money market instruments and foreign assets, principally via the Foord global funds.	A medium to high weighting in JSE shares, and includes exposure to listed property securities, bonds, money market instruments and foreign assets, principally via the Foord global funds.	Exploiting the benefits of global diversification, the portfolio continually reflects Foord's prevailing best investment view on all available asset classes in South Africa and around the world.	A broad spectrum of listed and unlisted SA fixed interest securities of variable durations, reflecting the manager's assessment of interest rate trends. Weighted average duration will typically be within two years of the ALBI's.	Quality JSE equities, listed property and commodity instruments that present compelling long-term investment value.
Foreign Assets	currency securities, with active	Principally via the US dollar- denominated Foord global funds domiciled in Luxembourg and Singapore, with select individual securities suitable to the fund's risk mandate.	Principally via the US dollar- denominated Foord global funds domiciled in Luxembourg and Singapore, with select individual securities suitable to the fund's risk mandate.	Exclusively via the US dollar- denominated Foord global funds domiciled in Luxembourg and Singapore.	N/A	N/A
Optimal Time Horizon	One to two years	Three to five years	Longer than five years	Longer than five years	Longer than three years	Longer than five years
Risk of Loss		Low in periods longer than two years, moderate in periods shorter than one year.	Low in periods longer than three years, high in periods shorter than one year.	Low in periods longer than three years, high in periods shorter than one year.	Low in periods longer than three years, high in periods shorter than one year.	Low in periods longer than five years, high in periods shorter than two years.
Significant Asset Class Restrictions	Maximum equity exposure of 10%     Maximum property exposure of 25%     Maximum offshore exposure of 45%     Complies with retirement fund	<ul> <li>Maximum equity exposure of 60%</li> <li>Maximum offshore exposure of 45%</li> <li>Complies with retirement fund investment regulations (Reg 28)</li> </ul>	<ul> <li>Maximum equity exposure of 75%</li> <li>Maximum offshore exposure of 45%</li> <li>Complies with retirement fund investment regulations (Reg 28)</li> </ul>	None.	Zero equity exposure     Maximum offshore exposure of 45%     Complies with retirement fund investment regulations (Reg 28)	SA equity exposure between 80% and 100%     With balance invested in cash and other JSE-listed securities

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	FOORD FLEX INCOME FUND	FOORD CONSERVATIVE FUND	FOORD BALANCED FUND	FOORD FLEXIBLE FUND OF FUNDS	FOORD BOND FUND	FOORD EQUITY FUND
	investment regulations (Reg 28)					
Income	High income yield, expected to	Typically double that of the FTSE/JSE	Typically double that of the FTSE/JSE	Low to medium income yield	In line with prevailing weighted	Similar to FTSE/JSE Capped All Share
Characteristics	exceed average money market yields.	All Share Index dividend yield.	All Share Index dividend yield.	depending on the asset allocation	average South African bond market	Index dividend yield. Performance
		Performance fees might reduce the	Performance fees might reduce the	strategy employed as the foreign	yields.	fees might reduce the income yield.
		income yield.	income yield.	asset component is invested in non-		
				distributing roll-up funds.		
				Performance fees might reduce the		
				income yield.		
Income Distributions	End-March, end-June, end-	End-March and end-September each	End-March and end-September each	End-March and end-September each	'	End-March and end-September each
	September and end-December each	year	year	year	year	year
	year					
Initial, Exit and Switching Fees	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Fund Class	A	A	A	A	A	A
JSE Code	FOOFLA	FCFCR	FGBF	FFFCR	FOORBA	FEQF
ISIN	ZAE000313524	ZAE000042172	ZAE000042172	ZAE000116539	ZAE000313581	ZAE000042180
Fee Structure	Fixed	Uncapped fulcrum performance fee	Uncapped fulcrum performance fee	Uncapped fulcrum performance fee	Fixed	Uncapped fulcrum performance fee
		with up and downside participation,	with up and downside participation,	with up and downside participation,		with up and downside participation,
		subject to a minimum fee. No fees	subject to a minimum fee	subject to a minimum fee		subject to a minimum fee
		charged when annual net-of-fee				
		return falls below zero.				
Performance Fee Sharing Rate	N/A	10%	10%	10%	N/A	15%
		<u>'</u>	'	Over- and under- performance based		Over- and under- performance based
		on one-year rolling returns	on one-year rolling returns	on one-year rolling returns		on one-year rolling returns
Minimum Fee	0.5% plus VAT	No fees charged when annual net-of-	0.5% plus VAT	0.5% plus VAT	0.5% plus VAT	0.5% plus VAT
		fee return falls below zero.				
Maximum Fee	0.5% plus VAT	Uncapped	Uncapped	Uncapped	0.5% plus VAT	Uncapped
Fee at Benchmark	0.5% plus VAT	1.0% plus VAT. A 1.00% fee is levied	1.0% plus VAT. A 1.00% fee is levied	1.0% plus VAT	0.5% plus VAT	1.0% plus VAT
		in Foord International Fund. A 0.50%	in Foord International Fund. A 0.50%			
		fixed annual fee plus 15%	fixed annual fee plus 15%			
		performance fee is charged in Foord	performance fee is charged in Foord			
		Global Equity Fund.	Global Equity Fund (Lux).			

<sup>\*</sup>Most recently available inflation data is used each day and accordingly, Consumer Price Index (CPI) data used will be lagged on average by five to six weeks.

For more information please refer to the latest Factsheet (minimum disclosure document), which is available at: www.foord.co.za