

## New Business Investment Form - Individual Collective Investments (Unit Trusts): Lesotho

- Note:**
- This application form is solely for the New Account Opening Purposes.
  - Existing Portfolio Holders are to use the Additional Investment Form for any additional deposits (top-up investments)

A copy of this form must be sent to the Manager and the Financial Adviser must also retain a complete copy. All amendments / changes made on the application form are to be initialled by the investor.

### NATURAL PERSON TYPE

PLEASE INDICATE THE PERSON NATURE:  INDIVIDUAL  SOLE PROPRIETOR  FOREIGN INDIVIDUAL  ASYLUM SEEKER  INSOLVENT ESTATE  REFUGEE  ASSISTED  DECEASED ESTATE

### CLIENT DETAILS: INDIVIDUAL

TITLE *	<input type="text"/>	NAME/S *	<input type="text"/>
SURNAME *	<input type="text"/>	ID/PASSPORT NUMBER *	<input type="text"/>
ASYLUM / PERMIT NUMBER	<input type="text"/>	PASSPORT EXPIRY DATE *	<input type="text"/> - <input type="text"/> - <input type="text"/> D D M M Y Y Y Y
DATE OF BIRTH *	<input type="text"/> - <input type="text"/> - <input type="text"/> D D M M Y Y Y Y	GENDER	<input type="checkbox"/> FEMALE <input type="checkbox"/> MALE
MARITAL STATUS *	<input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED (COP) <input type="checkbox"/> MARRIED (ANC) <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED		
TRADE NAME (SOLE PROPRIETOR) *	<input type="text"/>	ID / PASSPORT COUNTRY OF ISSUE *	<input type="text"/>
COUNTRY OF BIRTH *	<input type="text"/>		
CELLPHONE (DIALLING CODE) *	<input type="text"/> - <input type="text"/>	TELEPHONE (DIALLING CODE)	<input type="text"/> - <input type="text"/>
EMAIL ADDRESS *	<input type="text"/>		
COUNTRY OF RESIDENCE *	<input type="text"/>	CITIZENSHIP *	<input type="text"/>
NATIONALITY *	<input type="text"/>	OTHER NATIONALITIES	<input type="text"/>

\*Compulsory fields

### SOURCE OF INCOME \*

CODE:

01. Gifts / inheritance / winnings	04. Passive income (Rental, Dividends, Interest)	07. Retirement / insurance pay out
02. Trade / business	05. Savings	08. Salary / bonus
03. Credit	06. Child / spousal support payments	09. Tax refund

\*Compulsory Section

### PURPOSE OF INVESTMENT \*

CODE:

01. Start and expand a business	02. Education savings	03. Foreign exchange hedging	04. Save for retirement / financial goals	05. Winding up estate
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\*Compulsory Section



**OCCUPATION \***

CODE:

01. Executive / General	04. Management	07. Self employed	10. Clerical support
02. Heads of government / cabinet minister / judges	05. Professional	08. Unemployed	11. Craft and trades worker
03. Traditional leader / royal family	06. Religious leader	09. Technician, Sales or Services	12. General Staff
	13. Retired	14. Sports Professional	15. Security Services

**\*Compulsory Section**

**INDUSTRY \***

CODE:

01. Government, state owned enterprise, armed forces	05. Politics	09. Administrative and support service	13. Professional, scientific, technical and education	17. Information, technology and communication
02. Gambling	06. Mining and quarrying	10. Agriculture, forestry and fishing	14. Electricity, water, gas supply and waste management	18. Manufacturing, wholesale or retail
03. Non-profit / religious organisation	07. Motor vehicles, transportation, distribution	11. Arts, entertainment, hospitality	15. Financial, investment and insurance	
04. Real estate	08. Unemployed	12. Construction	16. Human health and social work activities	

**\*Compulsory Section**

**ADDRESS DETAILS \***

**PHYSICAL ADDRESS \***

COMPLEX / UNIT / BUILDING NUMBER	<input type="text"/>	COMPLEX / BUILDING NAME	<input type="text"/>
STREET NUMBER	<input type="text"/>	STREET NAME	<input type="text"/>
SUBURB	<input type="text"/>	CITY	<input type="text"/>
COUNTRY	<input type="text"/>	POSTAL CODE	<input type="text"/>

**POSTAL ADDRESS \***

SAME AS PHYSICAL ADDRESS

POSTAL ADDRESS TYPE  PO BOX  STREET ADDRESS  PRIVATE BAG  POSTNET SUITE

PO BOX NUMBER / STREET NUMBER	<input type="text"/>	POST OFFICE NAME / STREET NAME	<input type="text"/>
CITY OR TOWN	<input type="text"/>	PROVINCE / STATE / COUNTY	<input type="text"/>
POSTAL CODE	<input type="text"/>	COUNTRY	<input type="text"/>

**\*Compulsory section**

**PERSON ACTING ON BEHALF OF INVESTOR (IF APPLICABLE)**

**Please note:** We will require documentation for the person acting on behalf of the investor (e.g. parent / legal guardian / proxy etc).

DOCUMENTS ATTACHED

**CAPACITY OF PERSON ACTING ON BEHALF OF INVESTOR \* :**

POWER OF ATTORNEY  CURATORSHIP  LEGAL GUARDIAN  PARENT  OTHER

IF PARENT, PLEASE INDICATE WHETHER MINOR LIVES WITH YOU:  YES  NO



PERSONAL DETAILS OF PERSON ACTING ON BEHALF OF INVESTOR \*

TITLE

CONTACT NAME AND SURNAME \*

ID/PASSPORT NUMBER \*  PASSPORT EXPIRY DATE \*  -  -   
D D M M Y Y Y Y

ID / PASSPORT COUNTRY OF ISSUE \*

DATE OF BIRTH \*  -  -  GENDER  FEMALE  MALE  
D D M M Y Y Y Y

COUNTRY OF BIRTH \*

CELLPHONE (DIALLING CODE) \*  -  TELEPHONE (DIALLING CODE)  -

EMAIL ADDRESS \*

COUNTRY OF RESIDENCE \*

CITIZENSHIP \*

NATIONALITY \*

OTHER NATIONALITIES \*

RELATIONSHIP TO INVESTOR \*

\*Compulsory fields

ADDRESS DETAILS FOR PERSON ACTING ON BEHALF OF INVESTOR

PHYSICAL ADDRESS \*

COMPLEX / UNIT / BUILDING NUMBER	<input type="text"/>	COMPLEX / BUILDING NAME	<input type="text"/>
STREET NUMBER	<input type="text"/>	STREET NAME	<input type="text"/>
SUBURB	<input type="text"/>	CITY	<input type="text"/>
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POSTAL CODE	<input type="text"/>	COUNTRY	<input type="text"/>

\*Compulsory Section



## FATCA/CRS DECLARATION

As part of STANLIB's obligation to comply with the U.S Foreign Account Tax Compliance Act (FATCA) 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 regulation.

### CITIZENSHIP DETAILS

ARE YOU A LESOTHO CITIZEN?  YES  NO IF YES, PLEASE PROVIDE YOUR IDENTITY / PASSPORT NUMBER

ARE YOU A USA CITIZEN?  YES  NO

If you have selected 'YES' to the second question above (i.e. you are USA Citizen), please complete and submit the applicable Self-Certification Form.

### TAX DETAILS

ARE YOU A REGISTERED TAX PAYER?  YES  NO

ARE YOU A REGISTERED TAX PAYER IN THE USA?  YES  NO

ARE YOU A REGISTERED TAX PAYER IN MULTIPLE COUNTRIES?  YES  NO

If 'YES', to any of the above, please list all countries in which you are resident for tax purposes and provide the associated tax identification numbers in the table below. By ticking '**Not Applicable**' you confirm that the country specified does not issue a Tax Identification Number.

Country(ies) of Tax Residency	Tax Identification Number	Not Applicable
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>
4.		<input type="checkbox"/>
5.		<input type="checkbox"/>

### CORRESPONDENCE PREFERENCE

All statements, reports and notices will be sent to you in electronic format unless otherwise indicated.

Should you wish to receive correspondence via post, please select the tickbox below:

HARDCOPY (POSTED)

### INVESTMENT SELECTION

LUMP SUM: BANK DEPOSIT  LUMP SUM: ONCE OFF DEBIT  RECURRING PLAN: RECURRING DEBIT ORDER

Complete the investment amount next to the portfolio selection in the space provided

Please Note:

- In the interest of 'best advice' the Manager promotes the use of a licensed Financial Adviser. Should a Financial Adviser, who must be contracted with the Manager, be used by the Client, the Manager will pay a portion of its initial manager charge, as well as a portion of its service charge, to the Financial Adviser for the services rendered by the Financial Adviser to the Manager.
- Initial manager charges are negotiable between the Financial Adviser and the Client, and should depend on the level of professional advice/service rendered. The Financial Adviser can only negotiate their portion of the initial manager charge. The Manager, at its sole discretion, may vary the percentage of the total upfront charge that it pays to the Intermediary.
- A sliding scale is normally applicable to the initial manager charge. However, the Client and the Financial Adviser may agree on a different arrangement, in which case an initial manager charge as agreed, between the Client and the Financial Adviser, will be charged on the investment transaction. If no initial manager charge is indicated, the sliding scale will apply.
- If the Client chooses not to use a Financial Adviser service, the maximum initial manager charge will be applied to the investment. The sliding scale will be applied – please consult the portfolio charges brochure.
- Service charges (annual administration charges) are set by the administrator.







and Feeder Fund portfolios which are valued at 24h00.

6.4 An existing debit order will remain in force unless otherwise specified.

6.5 Certificates issued in respect of participatory interests switched must be returned for cancellation.

6.6 If the participatory interests to be switched are subject to a pledge, written consent to the transaction/cancellation of the pledge by the pledgee must accompany this request.

6.7 In the case of a change of name/signature(s), a certified copy of the relative document with specimen signatures (new and previous) must accompany this request, unless previously recorded.

6.8 If this form is signed under Power of Attorney, a copy of such Power must be attached unless previously recorded.

6.9 In all cases where the registered owner is a trust, company or other institution, a copy of the Letter of Authority, Company Resolution or similar is required to support the request.

6.10 In accordance with the provisions of the Deed and terms and conditions of the Portfolios, I/we renounce all my/our rights, title and interest in and to such participatory interests, and warrant that where this request is signed in a representative capacity, I/we have the necessary authority to do so and that the transaction is within my/our powers.

7. **Income Distributions:** Income distributions are made at regular intervals for all portfolios. Portfolios either declare distributions monthly, quarterly (31 March, 30 June, 30 September, 31 December), bi-annually (30 June, 31 December), or annually (31 December). These distributions are paid by no later than the last working day of the following month. Please refer to the latest fact sheet(s) for more details.

8. **Money Market Portfolios:** The price of each participatory interest (unit) is aimed at a constant value for all Money Market Portfolios. The total return to the Client is primarily made up of interest received but, may also include any gain or loss made on any particular instrument. In most cases this will merely have the effect of increasing or decreasing the daily yield, but in an extreme case it can have the effect of reducing the capital value of the portfolio. The Manager will endeavour to give Clients access to their cash within a period of 48-hours, provided that there are no outstanding administrative issues between the Manager and the Client, that the Client has a bank account with Standard Bank, and that the Client's repurchase request has reached the Manager before 12h00 on any business day. The Manager will not accept responsibility for not being able to make payment to the Client within 48 hours if the above-mentioned requirements have not been met, or the delay was caused due to circumstances beyond the control of the Manager. Minimum repurchase amounts and minimum investment account balances apply and are available on request from the Manager.

9. **Electronic Transactions:** I /we agree that you shall be entitled to implement all instructions and applications of whatever nature received by you on your Internet site, by telephone, by fax or any other electronic medium and which appear to emanate from me. You are indemnified against any losses, claims or damages arising from you acting on such instructions and/or applications, notwithstanding that it may later be proved that any such instruction was not given by me. I agree that the electronic records of all instructions and applications processed by/ or on behalf of myself or which purport to be processed on behalf of myself via your Internet site, telefax, telephone or any other electronic medium shall constitute prima facie proof of the contents of such instructions and applications.

10. **Change of details:** 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.

11. **Payments:** Redemptions, regular income options and income distribution payments can only be made into an account in the name of the Client. No third party payments will be made.

## 12. Repurchases

12.1 The Manager undertakes to repurchase participatory interests at the price calculated according to the requirements of the applicable regulations, and on the terms and conditions of the relevant Deeds.

12.2 For non-money market funds, investments and repurchases will receive the price of the same day if a complete instruction is received prior to 15h00. For money market funds, investments will receive the price of the same day if a complete instruction is received prior to 12h00, and repurchases will receive the price of the following day if a complete instruction is received prior to 12h00. The price, which will apply to an instruction received on a Saturday/Sunday or a public holiday will be that of the following working day.

12.3 A valuation given by the Manager is at the previous trading day and is not a realisation value. All portfolios are valued on a daily basis at 15h00 except for certain Fund of Funds portfolios and Feeder Fund portfolios which are valued at 24h00.

12.4 Payment will normally be made as soon as possible within 14 days of receipt of a valid repurchase form. Please note that there is a 21-day clearance period for cheques and direct deposits, a 45-day clearance period for debit orders and once-off debit orders. Repurchases are not paid out until the clearance period for investments have passed.

12.5 Repurchase proceeds will only be transferred to accounts held in the name of the investor.

12.6 An existing debit order will remain in force unless otherwise specified.

12.7 Certificates issued in respect of participatory interests repurchased must be returned for cancellation.

12.8 If the participatory interests to be repurchased are subject to a pledge, written consent to the transaction/cancellation of the pledge by the pledgee must accompany this request.

12.9 In the case of a change of name/signature(s), a certified copy of the relative document with specimen signatures (new and previous) must accompany this request, unless previously recorded.

12.10 If this form is signed under Power of Attorney, a certified copy of such Power must be attached unless previously provided.

12.11 In all cases where the registered owner is a trust, company or other institution, a copy of the Letter of Authority, Company Resolution or similar document is required to support the request.

## 13. Cessions

13.1 If the cedent is a Trust, Company, Close Corporation, other juristic person or natural person acting for the Cedent, the signatory must submit written proof of the authority to effect the Cession. The Manager does not accept responsibility for the validity of the Cession. In the case of an absolute cession, the Cessionary must complete the relevant application form.

13.2 Please forward certified/verified copies of business requirement documents if not already on file.

13.3 The Cessionary hereby agrees to provide all documentation and information required, and understands that the Manager is prohibited from processing transactions on the Client's behalf until all such documentation and information has been received.

13.4 The Client understands that all material facts must be accurately and properly disclosed and the accuracy and completeness of all information provided by or on behalf of the Client, is the Client's own responsibility. The Client understands that no Financial Adviser may request the Client to sign any written or printed form or document unless all details required to be inserted thereon by the Client or on behalf of the Client have already been inserted.

## 14. General

14.1 Collective investment schemes in securities are generally medium to long term investments.

14.2 The value of participatory interests may go down as well as up and past performance is not necessarily a guide to the future.

14.3 An investment in the participations of a collective investment scheme in securities is not the same as a deposit with a banking institution.

14.4 Where exit charges are applicable, participatory interests are redeemed at the net asset value where after the exit charge is deducted and the balance is paid to the Client.

14.5 A Portfolio of a collective investment scheme in securities may borrow up to 10% of the market value of the Portfolio to bridge insufficient liquidity as a result of the redemption of participatory interests, and may also engage in scrip lending.

14.6 Where different classes of participatory interests apply to certain Portfolios, they would be subject to different service charges.

14.7 A schedule of charges and maximum charges is available on request from the Manager. Commission and incentives may be paid and if so, would be included in the overall costs. Ongoing commission may be paid to Financial advisers. Such ongoing commission, if applicable, will be paid by the Manager from the service charge paid to it. Details of such ongoing commission paid by the Manager to the Financial adviser on record in respect of your investment are available on request from the Manager.

14.8 The exposure limit to a single security in certain Portfolios can be greater than is permitted for other Portfolios. Details are available from the Manager.

14.9 A Fund of Funds Portfolio only invests in other portfolios of collective investment schemes, which levy their own charges, which could result in a higher cost structure for these portfolios.

14.10 A Feeder Fund Portfolio only invests in the participatory interests (units) of a single portfolio of a collective investment scheme, apart from assets in liquid form.

14.11 The Manager reserves the right to close certain Portfolios from time to time in order to manage them more efficiently. More details are available from the Manager.

14.12 The holdings of offshore investments in certain portfolios are subject to current regulations.

14.13 Forward pricing is used.

14.14 Fluctuations or movements in exchange rates may cause the value of underlying offshore investments to go up or down.

14.15 All portfolios are valued at 15h00, except for fund of funds which are valued at 24h00. For non-money market funds, investments and repurchases will receive the price of the same day if a complete instruction is received prior to 15h00. For money market funds, investments will receive the price of the same day if a complete instruction is received prior to 12h00, and repurchases will receive the price of the following day if a complete instruction is received prior to 12h00. The price, which will apply to an instruction received on a Saturday/Sunday or a public holiday will be that of the following working day.

14.16 The Client confirms that neither the Manager nor any of its staff provided any advice and that the Client has taken particular care to consider whether the investment is appropriate considering the unique investment objectives, financial situation and particular needs.

14.17 All bank accounts supplied for the duration of this investment will be verified with the relevant banks prior to the investment being placed.

14.18 **Conflicts of interest disclosure:** the Manager shall, wherever possible avoid situations causing a conflict of interest. Where it is not possible to avoid such conflict: the Manager shall advise the Client, of such conflict in writing at the earliest reasonable opportunity and shall mitigate the conflict of interest in accordance with its policies. The Manager is part of the Standard Bank Group of companies.

14.19 The Client may at any time terminate a Financial adviser's appointment. It is the Client's responsibility to advise the Manager of such termination in writing. Upon receipt of such notification The Manager will cease payment of any further service charge to the Financial adviser. However the client understands that this will not result in a lower annual service charge as the full service charge will now be paid to the Manager.

14.20 The Manager does not provide any guarantee either with respect to the capital or the return of a portfolio.

14.21. **Collection of investor information:** STANLIB reserves the right to go back to the client for more information, if additional information is required following the compliance review process. Unless previously provided to STANLIB, please send verified/certified copies of documents required. These may be used to verify the identity of the Investor. Strictly, only clear, legible copies of identity and other documents will be accepted. The Manager reserves the right to ask for further documentation.

14.22. **Off-Boarding the Investor:** STANLIB reserves the right to off-board a Client should any aspects of the compliance process deem the client to be of an unacceptable risk. We can only process instructions which are fully complete and accurate, and once the money for the investment reflects in our bank account. We may suspend, delay, or reject your instruction if it does not meet our requirements. You indemnify STANLIB against any loss of any nature which may arise if any money you have paid to a STANLIB bank account is reversed for any reason.

14.23. **Unclaimed Assets:** The client acknowledges that it will ensure that STANLIB has the Client's most up to date contact details and takes responsibility to inform STANLIB of any changes in personal information. In the event that the Client becomes unreachable or any payment due to the Client is rejected by the receiving bank, the Client's investment may be regarded as an unclaimed asset. STANLIB will make a concerted effort in contacting the Client with unclaimed assets which may result in STANLIB appointing an external tracing company to trace and contact the Client in respect of any unclaimed assets. Costs related to tracing and administering unclaimed assets may be recovered from the Client. Unclaimed assets will continue to be invested in the portfolio until such time the assets are claimed or transferred to another portfolio with the Authority's or Client's consent.



15. Identification and business requirements: The Client hereby agrees to provide all documentation and information required in terms of the identification and business requirements. The Manager is prohibited from processing any transactions on the Client's behalf until all such documentation and information has been received. A copy of the identification and business requirements document may be requested from the Manager.

**16. Statements**

- 16.1 Clients in the Money Market Fund will receive consolidated statements monthly.
- 16.2 All other Clients will receive consolidated statements quarterly.
- 16.3 Tax certificates will be sent to Clients annually.

17. Cooling off rights: Due to the nature of this product, cooling off rights are not applicable to Collective Investment Schemes.

18. Trustees: MINET Lesotho (Pty) Ltd, 4 Bowker Road, Maseru Lesotho, Telephone No: +266 22313540

19. Query Support and Middle Office: STANLIB Lesotho (Pty) Limited, Ground Floor, MGC Office Park, Corner Pope John Paul II and Mpiilo Boulevard, Maseru, Lesotho

20. Complaints: Should the Investor wish to lodge a complaint with STANLIB regarding the services being provided, the Investor can send an email to Thabang.Rantsoabe@stanlib.com or contact Office number: (+266) 2232 6821 and via post: Postal address. P.O. Box 115, Maseru, 100, Lesotho.

21. STANLIB Lesotho is a member of the Standard Bank and Liberty Group of companies. Liberty is a full member of the Association for Savings & Investments South Africa (ASISA).

22. This application form and the relevant trust deed in respect of the STANLIB Lesotho Collective Investments Scheme will form the agreement between the investor and the Manager. The investment will be administered in terms of relevant legislation.

23. Contact details: STANLIB Lesotho (Pty) Limited Reg. No. 2001/40. Ground Floor, MGC Office Park, Corner Pope John Paul II & Mpiilo Boulevard, Maseru, Lesotho | P.O. Box 115, Maseru 100, Lesotho; T +266 2 232 6821 | F +266 2 232 6822; E STANLIBlesotho@stanbic.com | W www.stanlib.com

**Please note: The term Financial Adviser refers to a broker.**

**CONSENT**

I/we consent that my/our information may be submitted to the IRS for purposes of FATCA.

SIGNATURE OF CLIENT/ AUTHORISED SIGNATORY		DATE	<table border="0" style="margin: auto;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="font-size: 8px;">D</td> <td style="font-size: 8px;">D</td> <td style="width: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="font-size: 8px;">M</td> <td style="font-size: 8px;">M</td> <td style="width: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="font-size: 8px;">Y</td> <td style="font-size: 8px;">Y</td> <td style="font-size: 8px;">Y</td> <td style="font-size: 8px;">Y</td> </tr> </table>			D	D				M	M						Y	Y	Y	Y
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		D	D				M	M						Y	Y	Y	Y				
		SIGNED AT																			

**DECLARATION**

I/We apply for participatory interests (units) in the above selected portfolio(s) and understand that this investment will be subject to the Deeds governing the scheme(s) administered by STANLIB Lesotho. I/We agree to provide all documentation and information required and understand that STANLIB Lesotho is prohibited from processing any transaction on my/our behalf until all such documentation has been provided. 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. We are required to collect, process and share your Personal Information (PI). Your PI is collected and processed by our staff, representatives or sub-contractors and we make every effort to protect and secure your PI. You are entitled at any time to request access to the information STANLIB Lesotho has collected, processed and shared. I/We agree and consent as necessary that STANLIB Lesotho together with its affiliates may collect, process or otherwise deal with my information including processing of personal information outside Lesotho for purposes of providing services and products according to the Terms and Conditions. Any money received by STANLIB Lesotho that is not accompanied by the required documentation will be held in a temporary account until said documentation is received. The Client and the Financial Adviser, by signing this form, state and declare that they have each read and understood the terms and conditions pertaining to the investment; including but not limited to Investment Objective, Information on Net Asset Value, Charges, Risk Factors, Income Accruals and declare that the STANLIB and Financial Adviser charges as indicated on this application form are correct; warrant that all statements given by each of them in this application form are true and correct in every aspect; and that such statements shall form the basis of the contract which is to be entered into with STANLIB as well as the contract between the Client and the Financial Adviser.

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