

Useful information about your Discretionary Investments Withdrawal Form



When to use this form

- This form is to be used for withdrawals from your Investment Account, Endowment Plan, Vested Profit Share Account and Tax Free Investment.

Contact details

Email: admin@ppsinvestments.co.za

Tel: 0860 468 777 (0860 INV PPS)

Fax: 021 680 3680

Website: www.ppsinvestments.co.za

Cut off and timelines

- All complete and valid instructions received **before 14:00** on a business day will be processed on the **same day**.
- All complete and valid instructions received **after 14:00** will be processed on the **next business day**.
- Withdrawals with tax will be processed and finalised within a maximum of **seven (7) business days** and withdrawals without tax within **five (5) business days**.
- Units bought via a debit order or direct debit may only be withdrawn after **thirty (30) days**.
- If the Rand value of your withdrawal is **95% or more** of the value of your investments, we will **withdraw 100%** of your investment.
- Certain withdrawals cannot be processed during the period where fees and / or regular withdrawal payments are being processed, this is to ensure those payments can be made, please contact us to confirm timings.
- Any errors are to be reported within **fourteen (14) days** of withdrawal confirmation being received.

Useful information

Please refer to our website www.ppsinvestments.co.za for:

- Product brochures and key benefits.
- Fund fact sheets (Minimum Disclosure Documents) for each of the available Investment Option(s).
- Financial Intelligence Centre Act (FICA) requirements.
- The Effective Annual Cost measure (EAC) is a new industry-wide disclosure standard. It can be used by investors and financial advisers to compare charges on most retail investment products, and their impact on investment returns, so that investors are placed in a better position to make informed decisions around investment choices. The EAC is a measure of the charges that an investor will likely incur in purchasing and holding a financial product, and does not attempt to measure the features of a financial product.
- The latest Product Terms, Conditions and Declarations.
- You can manage your investment, view balances, transact and download tax certificates on the PPS Investments Secure Online Services website (www.ppsisecure.co.za) or the PPS for Professionals mobile app for IOS or Android.

Consider getting financial advice

PPS Investments does not provide financial advice. However, we believe in the merits of good financial advice. If you are not comfortable making your own investment decisions, consider using the services of an accredited financial adviser.

Document checklist and supporting documents

Please send through these documents with your withdrawal form to admin@ppsinvestments.co.za

A copy of your South African bar-coded ID/smart card, valid passport (if foreign national) or birth certificate (if minor).

Where a cession applies we require a letter from the cessionary consenting to the withdrawal.

Withdrawal Options

Investment Account

- There are no restrictions for withdrawals.

Tax Free Investments Account

- Annual and Lifetime contribution limits are capped and withdrawals from your Tax Free Investments Account cannot be replenished.
- No regular withdrawals can be implemented on your Tax Free Investment.

Endowment Plan

- Only one withdrawal is allowed within the restricted period. The amount is restricted to the lower of contributions plus 5% compound interest per year or the current market value.
- Where the requested withdrawal is >80% of the current market value Capital Gains Tax will be deducted from the requested withdrawal amount.
- For withdrawals <80% of the current market value, CGT will not be deducted from the withdrawal amount, instead CGT will be deducted from the remaining investment, annually around March each year.
- Regular withdrawals can only be implemented after the restricted period.

Vested PPS Profit-Share Account

- There are no restrictions for withdrawals.
- Where the requested withdrawal is >80% of the current market value Capital Gains Tax will be deducted from the requested withdrawal amount.
- For withdrawals <80% of the current market value, CGT will not be deducted from the withdrawal amount, instead CGT will be deducted from the remaining investment, annually around March each year.

DISCRETIONARY INVESTMENTS WITHDRAWAL FORM



Please apply this withdrawal instruction to the following Investment number (starts POL or INV)

A CONTACT PERSON FOR OUTSTANDING REQUIREMENTS

Name and surname

Telephone number

Email

Capacity

B PERSONAL DETAILS OF INVESTOR

Title First name and surname

First name, surname and designation of contact person of entity

Identity or passport number / Registration number of entity

Occupation (natural persons)/
Industry (legal entities) - **Compulsory**

C INVESTOR BANK ACCOUNT DETAILS

Please complete the bank account details which relate to this instruction.

Please note: Payments are made electronically and we will not make any payments to credit cards, market-linked accounts or third party bank accounts.

Account Holder Name

Bank

Account number

Branch

Branch code

Type of account

Current

Savings

Transmission

D WITHDRAWAL DETAILS

- You can either withdraw proportionally across all your Investment Option(s), or you can specify the Investment Option you would like to withdraw from and the amount / percentage to be withdrawn.
- If the Rand value of your withdrawal is 95% or more of the value of your investment, we will withdraw 100% of your investment.
- Customised Solutions will always be withdrawn from Investment Options proportionately.

Full withdrawal Please cancel my debit order

Partial withdrawal from all Investment Options **proportionately:** Rand Amount

Partial withdrawal where you **do not wish** to withdraw proportionately across all Investment Options, please complete the table below:

Investment Option (complete full fund name and class)	Rand amount OR Percentage (%)
Total	

E REGULAR WITHDRAWAL DETAILS

Regular withdrawal payments will be made on the 28th day of the respective month. Should this day fall on a weekend or public holiday, the regular withdrawal payment will be made on the following business day.

Regular withdrawal amount

First payment to be made by the 28th of

Frequency Monthly Quarterly Half-yearly Yearly

Regular withdrawals will be paid proportionally from all Investment Option(s) unless specific Investment Option(s) are indicated below:

Investment Option (complete full fund name and class)	Rand amount OR Percentage (%)
Total	

F CLIENT DECLARATION

I hereby confirm that:

- All information provided in this form and all other documents signed by me, whether in my handwriting or not, is correct
- I am responsible for the accuracy and completeness of all answers, statements or other information provided by me or on my behalf
- I will inform PPS Investments if any of the information supplied changes
- I have not received advice from PPS Investments or the Administrator

and I have read, understood and agreed to:

- The Product Terms, Conditions and Declarations which may change from time to time
- The Effective Annual Cost disclosure available from my financial adviser, the PPS Investments website or from the Client Services Centre.

Signature of investor

Date

PPS Investments (Pty) Ltd, PPS Multi-Managers (Pty) Ltd, PPS Investment Administrators (Pty) Ltd and PPS Insurance Company Ltd are licensed financial services providers. Coronation Life Assurance Company Limited is registered in terms of the Long Term Insurance Act 53 of 1998 to carry on Long term insurance business. PPS Management (RF) Company (Pty) Ltd is a licensed collective investment scheme manager. PPS Nominees (Pty) Ltd is an independent nominee company approved by the Financial Sector Conduct Authority.

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