

Useful information about your Personal Details Amendment form



When to use this form

Please use this form when amending your personal details including contact details, address details, tax details and bank account details.

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 time lines

- 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**.
- Any errors are to be reported within **fourteen (14) days** of your personal details change confirmation being received.

Useful information

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

- Fund fact sheets (Minimum Disclosure Documents) for each of the available Investment Option(s).
- The Effective Annual Cost measure (EAC) is an 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.
- Financial Intelligence Centre Act ("FICA") requirements.
- 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.

Document checklist and supporting documents

If change of residential address – Proof of your residential address, not older than three (3) months, (e.g. bank statement, utility bill or telephone account).

If change of surname/marital status – copy of marriage certificate and a copy of ID or both sides of smart card.

PERSONAL DETAILS AMENDMENT FORM



Please apply the amendments indicated below to the following client number (starts 106106)

Only complete the details that are being amended. Anything that is left blank will remain as is.

A PERSONAL DETAILS OF INVESTOR

ID or passport number / Registration number of entity

Title Surname or Name of entity

First name(s) or surname and designation of contact person of entity

Physical address

Postal code

Postal address

Postal code

Telephone number (home)

Telephone number (work)

Cellphone number

Fax

Email (Compulsory)

Occupation

B INVESTOR BANK ACCOUNT DETAILS FOR FUTURE PAYMENTS/REGULAR WITHDRAWALS

Please note that payments to third party accounts will not be allowed and that we are unable to facilitate payments to credit cards or market-linked accounts. The Administrator executes all payment instructions electronically and no payment will be made by cheque.

Please apply the below bank account details to my future payments/annuities and regular withdrawals for:

All investments; or Specific investments (starts with INV or POL)

Please note: Should no selection be made, we will apply the above changes to all your future payments on all Investments held with PPS Investments.

Account holder name

Bank

Account number

Branch

Branch code

Type of account

Current

Savings

Transmission

C BANK ACCOUNT DETAILS FOR DEBIT ORDERS

Please update the debit order bank account details for the following investment/investments:

All investments; or Specific investments (starts with INV or POL)

Please note: Should no selection be made, we will apply the above changes to all your debit orders on all Investments held with PPS Investments.

Account holder name

Bank Account number

Branch Branch code

Type of account Account holder ID
number/Trust number/
Current Savings Transmission Company registration
number

Please note additional documents may be required

- If the bank account holder is a third party individual, we require a copy of their ID documents with 3 specimen signatures.
- If bank account holder is a third party legal entity, we require a letter from the bank listing the authorised signatories of the bank account along with copies of their ID documents with 3 specimen signatures.

I, the undersigned, request and authorise PPS Investments to debit the bank account specified above.

**Signature of bank account holder/authorised person
in the case of a third party legal entity**

Date

D TAX INFORMATION

Tax Regulations require us to collect information about each investor's tax residency. In certain circumstances we may be obliged to share information on your account with SARS. Should any information provided change in the future, please ensure you advise us of the changes promptly.

Depending on where you are a resident for tax purposes, PPS Investments may be required to deduct Dividend Withholding Tax (DWT) and/or Interest Withholding Tax (IWT) on your behalf.

Natural Persons

I am a South African resident for tax purposes and understand that:

- A default DWT rate of 20% will apply on local dividends.
- Dividends declared by a Real Estate Investment Trust (REIT) are regarded as taxable income and are subject to tax at the applicable rate, such dividends will however be exempt from dividend tax.
- IWT will not apply.

South African Tax Number as provided by SARS

I am a non-South African resident for tax purposes and understand that:

- A default DWT rate of 20% will apply except if a reduced rate is applicable.
- A default IWT rate of 15% will apply except if a reduced rate is applicable.
- Dividends declared by a Real Estate Investment Trust (REIT) exempt from South African Income Tax but will be subject to DWT rate of my investment.

Country of residence for tax purposes

Tax Identification (TIN) Number provided to you by your tax authority

Effective date of tax residency

As a non-South African resident you may qualify for a reduced rate if there is a Double Taxation Agreement (DTA) in place between South Africa and your country of residence. By declaring a country of residence for tax purposes other than South Africa, you declare you are not a South African resident and that the reduced rate and article number as contained in the Withholding Tax Annexure (available on www.ppsinvestments.co.za) applies to your investment.

Are you a tax resident anywhere else? If so, please complete the table below:

Country / Countries of Tax Residence	Tax Identification Number (TIN)

If you are unable to provide a Tax Identification Number, please select one of the reasons below:

My tax authority does not require me to provide a TIN/FE (does not apply to South African or United States tax residents).

My country does not issue TIN/FE to its tax residents (does not apply to South African or United States tax residents).

I am unable to obtain a TIN/FE (please provide a reason).

Are you a "US Person"?

Do you have a United States tax number, residency or citizenship? Yes No

If PPS Investments identifies, through the information provided on this application form, that you are considered a US person or have a Reportable Account, from any other country you may be required to submit further documents.

E 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 Minimum Disclosure Document (MDD) of the chosen fund(s), are included but not limited to the Total Expense Ratio (TER) and Transaction Cost (TC) applicable to my investment available on the PPS Investments website www.ppsinvestments.co.za.
- In the case of Customised Solutions, the Minimum Disclosure Document of the underlying funds can be obtained from the respective Managers.
- I also certify that the information provided in terms of "FATCA" is correct and that unless stated otherwise, I am not a tax resident of the United States of America.
- 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 Company (Pty) Ltd (RF) is a licensed collective investment scheme manager. PPS Nominees (Pty) Ltd is an independent nominee company approved by the Financial Sector Conduct Authority.

PPS House, Boundary Terraces, 1 Mariendahl Lane, Newlands, 7700
Website: www.ppsinvestments.co.za Email: clientservices@ppsinvestments.co.za