



HOW TO UPDATE DETAILS WITH FOORD

- 1. Notify Foord of any changes in investor information by completing only the relevant sections of this form. Only **Fields marked with * are mandatory**. If you require any assistance in completing this form, please call us on 021 532 6969.
- 2. Please fax (021 532 6970), email (unittrusts@foord.co.za) or deliver (Forest Mews, 96 Forest Drive, Pinelands, 7405, South Africa) the completed form, together with the required supporting documentation to Foord Unit Trusts (RF) (Pty) Ltd (Foord).
- 3. We will confirm the change in investor details in writing once this has been processed. Foord will only process investor detail changes once all supporting documents are received and verified.

A. INVESTOR DETAILS

Title *	First name(s)*	Surname*
SA identity number	Citizenship	
Additional citizenships	Foreign passport number(s)	Foreign passport expiry date
Date of birth	Country of birth	
Occupation	Employer	
Residential address	Country	Postal code
Postal address	Country	Postal code
Tel home ()	Tel work ()	
Email		
Online access requested:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Cell number ()

B. BANK ACCOUNT DETAILS

We will use these bank details to make all future payments to you.
Proceeds resulting from the sale of units will only be paid into the unit holder’s bank account, unless the unit holder is a minor.

Bank	Branch
Branch code	Account number

- NOTES:
- The investor must have a South African bank account, confirmation of which must also be provided (a recent bank statement or bank confirmation).
 - Three business days' written notice is required to change or cancel debit order instructions.
 - The onus is on the investor to inform Foord of any changes to these bank account details.
 - 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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NATURAL PERSONS

FOORD UNIT TRUSTS (RF) (PTY) LTD



C. 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 Undertaking, for exemption or reduction.

NOTE: Distributions from a Real Estate Investment Trust (REIT) are taxable local dividends, are subject to tax at your marginal tax rate, and are therefore exempt from dividends tax.

Foord is obliged to comply with the reporting requirements of the South African Revenue 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) _____

D. PUBLIC OFFICE

Do you consider yourself to be, or to be associated with, a Domestic or Foreign Politically Exposed Person or a Prominent Influential Person? ☐ Yes ☐ No

Details _____

E. PERSON ACTING ON BEHALF OF AN INVESTOR & JOINT NAME REGISTRATION

☐ Person acting on behalf of an investor*

☐ Joint registration**

* Legal guardian(s) or person(s) with power of attorney or mandate to act on behalf of the investor, including minor's parent/guardian.

The parent/guardian's mandate to act on behalf of a child ceases when the child reaches the age of legal majority (18 years).

When your mandate ceases, Foord will only act on instructions received directly from the investor (including a former minor).

** Joint registration is only accepted for married persons. The default ownership proportion of 50% each is applied.

This application form must be signed by both the main investor and the joint investor.

Please consult your tax advisor regarding the tax and estate planning consequences of joint registration.

Title _____ First name(s) _____ Surname _____

SA identity number _____ Nationality _____

Additional nationality(ies) _____ Foreign passport number(s) _____

Date of birth _____ Country of birth _____

Occupation _____ Relationship to main investor _____

Residential address _____

Country _____ Postal code _____

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? ☐ Yes ☐ No

SA income tax number or reason for no number _____

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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Do you consider yourself to be, or to be associated with, a Domestic or Foreign Politically Exposed Person or a Prominent Influential Person? ☐ Yes ☐ No

Details _____

INSTRUCTION ELECTION

☐ Joint-Alternate signatory (either)

Foord will act on subsequent instructions signed by
any ONE of the joint-named investors)

☐ Joint-All (and)

Foord will act on instructions signed by
BOTH joint-named investors

F. 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

G. 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.

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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.

H. 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.

- ☐ I consent for Foord to:
- 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 _____	Signature _____
Name _____	Name of joint signatory _____
Date _____	Date _____

I. 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.

Kindly submit:

- ☐ **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.

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J. 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	To achieve high levels of income with some prospects of capital gain and low probability of capital loss over an investment horizon of 12 months to two years.	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 – SA General
Suitable for South African Investors	<ul style="list-style-type: none"> Seeking high income yields with some prospects for capital growth With low tolerance for capital loss over the investment horizon 	<ul style="list-style-type: none"> Close to or in retirement Seeking medium-term, inflation-beating returns From a retirement fund investment product With a conservative investment risk profile 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Seeking long-term, inflation-beating returns From an unconstrained investment strategy With a moderate investment risk profile 	<ul style="list-style-type: none"> Seeking high income yields with prospects for capital growth With a moderate investment risk profile 	<ul style="list-style-type: none"> 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	A dynamic mix of listed and unlisted SA fixed interest securities and listed property counters, with some select foreign securities and active currency management. Weighted average duration is typically less than three years.	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	Direct investment in global hard-currency securities, with active currency management.	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 one year, moderate in periods shorter than six months.	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	<ul style="list-style-type: none"> Maximum equity exposure of 10% Maximum property exposure of 25% Maximum offshore exposure of 45% Complies with retirement fund 	<ul style="list-style-type: none"> Maximum equity exposure of 60% Maximum offshore exposure of 45% Complies with retirement fund investment regulations (Reg 28) 	<ul style="list-style-type: none"> Maximum equity exposure of 75% Maximum offshore exposure of 45% Complies with retirement fund investment regulations (Reg 28) 	None.	<ul style="list-style-type: none"> Zero equity exposure Maximum offshore exposure of 45% Complies with retirement fund investment regulations (Reg 28) 	<ul style="list-style-type: none"> 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 Characteristics	High income yield, expected to exceed average money market yields.	Typically double that of the FTSE/JSE All Share Index dividend yield. Performance fees might reduce the income yield.	Typically double that of the FTSE/JSE All Share Index dividend yield. Performance fees might reduce the income yield.	Low to medium income yield depending on the asset allocation strategy employed as the foreign asset component is invested in non-distributing roll-up funds. Performance fees might reduce the income yield.	In line with prevailing weighted average South African bond market yields.	Similar to FTSE/JSE Capped All Share Index dividend yield. Performance fees might reduce the income yield.
Income Distributions	End-March, end-June, end-September and end-December each year	End-March and end-September each year	End-March and end-September each year	End-March and end-September each year	End-March and end-September each year	End-March and end-September each 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 with up and downside participation, subject to a minimum fee. No fees charged when annual net-of-fee return falls below zero.	Uncapped fulcrum performance fee with up and downside participation, subject to a minimum fee	Uncapped fulcrum performance fee with up and downside participation, subject to a minimum fee	Fixed	Uncapped fulcrum performance fee with up and downside participation, subject to a minimum fee
Performance Fee Sharing Rate	N/A	10% Over- and under- performance based on one-year rolling returns	10% Over- and under- performance based on one-year rolling returns	10% Over- and under- performance based on one-year rolling returns	N/A	15% Over- and under- performance based on one-year rolling returns
Minimum Fee	0.5% plus VAT	No fees charged when annual net-of-fee return falls below zero.	0.5% plus VAT	0.5% plus VAT	0.5% plus VAT	0.5% plus VAT
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 in Foord International Fund. A 0.50% fixed annual fee plus 15% performance fee is charged in Foord Global Equity Fund.	1.0% plus VAT. A 1.00% fee is levied in Foord International Fund. A 0.50% fixed annual fee plus 15% performance fee is charged in Foord Global Equity Fund (Lux).	1.0% plus VAT	0.5% plus VAT	1.0% plus VAT

*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