

# Namibia Unit Trust

## Change of Investor Details Form

MandG Investments Unit Trusts (Namibia) Ltd (Registration Number: 2007/609) (the Manager) is an approved unit trust Management Company and a subsidiary of MandG Investments (Namibia) (Pty) Ltd (Registration Number: 1996/185) (M&G Namibia), who performs the asset management for the Manager.

### Our contact details

**Telephone:** +264 61 259 223

**Email:** [instructionnam@mymandg.co.za](mailto:instructionnam@mymandg.co.za)

**Web:** [www.mandg.com.na](http://www.mandg.com.na)

**Postal address:**

PO Box 25743

Windhoek, Namibia

**Physical address:**

Maerua Mall Office Tower, 2nd floor

Corner of Robert Mugabe Avenue and Jan Jonker Road

Windhoek, Namibia

### How to complete this form

- Only complete the sections and supply the supporting documentation applicable to your change.
- Where this form is signed in a representative capacity an authorised individual (authority to act on behalf of the Investor) must sign.
- It is the responsibility of the investor to notify the Manager of any changes if and when they occur.
- Information written outside of the relevant fields will not be considered when processing your application.

### Document checklist

- This completed, signed and dated form
- Proof of identity\*
- Copy of a marriage certificate if status has changed
- Change of name certificate\* for the Entity (if applicable)
- Proof of address\* (if applicable)
- Proof of bank account (not older than 3 months) if account details have changed or differ to those on record

\* Please refer to the **Financial Intelligence Act (FIA) and Supporting Documentation Annexure** for a list of documentation we will accept

### What happens next

- Please e-mail a copy of this completed and signed application form accompanied by the supporting documentation to [instructionnam@mymandg.co.za](mailto:instructionnam@mymandg.co.za). We reserve the right to request additional documents, if required.
- Processing can only happen once all the necessary documentation has been received.

### Important information

- **Daily cut-off times:** 09:00 (Namibian time) for M&G Namibian Money Market Fund  
12:30 (Namibian time) for all other investment options

## 1 Existing investor details

Please indicate the Investors Numbers that will be affected by your change

Existing M&G investor number	<input type="text"/>	Existing M&G investor number	<input type="text"/>
Existing M&G investor number	<input type="text"/>	Existing M&G investor number	<input type="text"/>
First name and surname/Entity name	<input type="text"/>		
Authorised contact person	<input type="text"/>		
ID number/Entity registration number <small>(Passport number if foreign national)</small>	<input type="text"/>		

## 2 Investor details to change

Please only complete the sections applicable to your change

### Individual

Title	<input type="text"/>	First name(s)	<input type="text"/>		
Surname	<input type="text"/>				
ID number <small>(Passport number if foreign national)</small>	<input type="text"/>	Passport expiry date	<input type="text"/>	<input type="text"/>	<input type="text"/>
Marital status	Single <input type="checkbox"/>	Married with ante-nuptial contract	<input type="checkbox"/>	Married in community of property	<input type="checkbox"/>

### Entity

Entity name	<input type="text"/>
Registration number	<input type="text"/>

### Contact details

Residential address	<input type="text"/>				
<input type="text"/>	Country	<input type="text"/>	Postal code	<input type="text"/>	
Postal address <small>(If different to residential)</small>	<input type="text"/>				
<input type="text"/>	Country	<input type="text"/>	Postal code	<input type="text"/>	
Telephone number (h)	<input type="text"/>	Telephone number (w)	<input type="text"/>	<input type="text"/>	
Cellphone number	<input type="text"/>				
Email address	<input type="text"/>				
Provided it differs, would you like us to use the contact details above to update the information we have for you on record?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	

## 3 Correspondence preferences

The default method of communication will be email. If you prefer your correspondence via post, please tick this box

## 4 Income distributions

Please only complete this section if you would like to change your income distribution option:

I would like to change my income distribution option to  Payout  Reinvest

## 5 Bank details

Please only complete this section if your bank details have changed accompanied by a recent bank statement (not older than 3 months)

Name of bank account holder

ID/Registration number of bank account holder  (Only if this is different to the investor and/or the investor is a minor)

Name of bank

Branch name  Branch code

Branch city  Branch country

Account number

Type of account  Current/Cheque  Savings

**This bank account will be applied across**

All current transactions  Debit orders  Regular withdrawals  Withdrawals  Income distributions

## 6 Financial adviser

I declare, in respect of the relevant Namibian laws, regulations, industry guidelines, common law and case law that:

1. I am acting as the Client's appointed Financial Adviser.
2. I verify the identity of my Client and confirm his/her signature.
3. I have made the necessary disclosures under the applicable legislation.
4. I am competent and accredited to provide investment advice in respect of the investment(s) reflected in this application form.
5. I have read the application form and the terms and conditions of this investment and have explained them to the Client. To the extent they apply to me, I agree to be bound by the contents of this application form.
6. I will forward any and all Client documents to the Client as soon as I receive them.
7. I have explained all fees relating to the investment to the Client and I acknowledge that the Client may instruct the Manager to cease paying the ongoing fee at any time.
8. I will assist the Client with periodic reviews of his/her investments including, where applicable, annual income revisions, in return for the ongoing adviser fee.

Existing M&G Adviser Number

Name of Financial Adviser

Name of Financial Services Provider

Existing FSP license number  License category

Signature of Financial Adviser  Place

Date

## 7 Investor declaration

By signing this form, you confirm that:

- You accept the latest terms and conditions relating to this investment (available on our website: [www.mandg.com.na/terms-and-conditions/terms-and-conditions](http://www.mandg.com.na/terms-and-conditions/terms-and-conditions)).
- You are not relying on any communication from the Manager as investment advice.
- The information in this form is true and correct.
- Where this form is signed in a representative capacity, you have the necessary authority to do so, and this transaction is within your power.
- Information relating to your account may be released to the Financial Adviser indicated in this form.

Full name of investor or person authorised to sign on behalf of investor  Capacity

Signature of investor or person authorised to sign on behalf of investor  Place

Date

# Unit Trust (Namibia)

## FIA and supporting documentation annexure

In terms of the Financial Intelligence Act (FIA), before M&G Investments can enter into any transaction it is mandatory that we obtain and verify certain information from an investor. Where the investor is a legal entity, we need to identify the legal entity and its beneficial owners, controlling persons and authorised signatories, prior to entering into a transaction. We retain the right to contact you to request additional information/documentation should it be needed.

Please ensure that documents clearly show your full name, surname, identity number, issue date and photograph. If a smart card is used, ensure that we receive a clear copy of both the front and back of the smart card. **Please ensure that all documents submitted are certified.**

### Individuals/Sole Proprietorship

1. Namibian issued barcoded identity document ("ID") / smart card (front & back) or temporary ID/drivers license/valid passport	<input type="checkbox"/>
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### Minor

1. Birth Certificate/Unabridged Birth Certificate	<input type="checkbox"/>
2. Proof of Identity of Parent or Guardian, Certificate of guardianship (if not Parent), <b>Annexure A</b> – completed by Parent or Guardian	<input type="checkbox"/>

### Close Corporations

1. The most recent CC1 (founding statement) or CC2 (amended founding statement)	<input type="checkbox"/>
2. Identity document for each member and the persons authorised to act	<input type="checkbox"/>
3. Proof of authority to act in the form of a members' resolution, power of attorney, mandate, or valid court order	<input type="checkbox"/>
4. Proof of operating address	<input type="checkbox"/>

### Unlisted Company

1. The most recent CM1 (Certificate of incorporation)	<input type="checkbox"/>
2. The most recent CM29 and CM22	<input type="checkbox"/>
3. A company organogram or a letter from the company's accountant/auditor/company secretary listing all shareholders who hold 20% or more of the voting rights (directly or indirectly)	<input type="checkbox"/>
4. Identity document of each natural person holding 20% or more of the voting rights (directly or indirectly) (beneficial owner/s), the executive manager, CEO and persons authorised to act on behalf of the company.	<input type="checkbox"/>
5. Proof of authority to act in the form of a directors' resolution, power of attorney, mandate or valid court order	<input type="checkbox"/>
6. Proof of operating address	<input type="checkbox"/>

### Listed Company

1. Official documentation from the relevant securities exchange, or other acceptable source, reflecting current listing status	<input type="checkbox"/>
2. Identity document of the managing director and persons authorised to act	<input type="checkbox"/>
3. Proof of authority to act: Power of attorney, mandate, directors resolution or valid court order	<input type="checkbox"/>

### Foreign Company

1. Official documentation reflecting the registered name, registration number, registered address, and any name changes since incorporation	<input type="checkbox"/>
2. A company organogram or a letter from the company's accountant/auditor/company secretary listing all shareholders who hold 20% or more of the voting rights (directly or indirectly)	<input type="checkbox"/>
3. Identity document of each natural person holding 20% or more of the voting rights (directly or indirectly) (beneficial owner/s), the executive manager, CEO and persons authorised to act on behalf of the company	<input type="checkbox"/>
4. Proof of authority to act in the form of a directors' resolution	<input type="checkbox"/>
5. Proof of operating address	<input type="checkbox"/>

# Unit Trust (Namibia)

## FIA and supporting documentation annexure

### Partnership

1. Partnership agreement	<input type="checkbox"/>
2. Identity document for each partner, controlling persons (Manager) and the persons authorised to act	<input type="checkbox"/>
3. Proof of authority to act: Partners' resolution	<input type="checkbox"/>
4. Proof of operating address	<input type="checkbox"/>

### Trusts

1. Trust deed or other founding document	<input type="checkbox"/>
2. Letters of authority issued by the Master of the High Court where the trust was registered (or equivalent document for international trusts)	<input type="checkbox"/>
3. Identity document for founder of the trust, each trustee, each named beneficiary, or the manner in which the beneficiary(ies) of the trust is/(are) determined, the beneficial owners and the persons authorised to act on behalf of the trust (Agent/s)	<input type="checkbox"/>
4. Proof of authority to act in the form of a resolution, power of attorney, letters of authority etc.	<input type="checkbox"/>

### Pension Funds/Medical Schemes

1. NAMFISA or other registration certificate or rules	<input type="checkbox"/>
2. Identity document for each person authorised to act	<input type="checkbox"/>
3. Proof of authority to act in the form of a trustees resolution naming and authorising a signatory to act on its behalf	<input type="checkbox"/>
4. Proof of operating address	<input type="checkbox"/>

### Other Legal Entities

1. Founding documents (i.e. documents used to register/incorporation the business/legal entity & NGO's)	<input type="checkbox"/>
2. Identity documents for each person authorised to act	<input type="checkbox"/>
3. Proof of authority to act in the form of a power of attorney, mandate, director/trustees resolution or valid court order	<input type="checkbox"/>
4. Proof of operating address	<input type="checkbox"/>

### Agent, Authorised Persons, Controlling Person

1. Authorising resolution, power of attorney, mandate, resolution or valid court order, letter of executorship, certificate of guardianship, etc.	<input type="checkbox"/>
2. Identity document for each person authorised to act on behalf of the investor	<input type="checkbox"/>