



# REDEMPTION FORM

The Kagiso unit trust range is offered by Kagiso Collective Investments Limited, ("Kagiso") registration number 2010/009289/06, a member of the Association for Savings and Investment SA (ASISA). Kagiso Collective Investments Limited is a subsidiary of Kagiso Asset Management to which the investment of its unit trust funds is outsourced.

(This form may only be used by existing investors)

To enable Kagiso to process this form timeously, please ensure that the relevant sections are completed in full using BLOCK LETTERS and that all required documentation is submitted with this instruction. No instruction will be processed unless all requirements have been met. The applicant must initial any amendments made on this form. Please indicate option(s) selected by means of a cross (X). Please fax all pages of this application form to Kagiso client service on 088 021 671 3112. Should you have any queries regarding this application please contact Kagiso client service on 0800 864 418 or via e-mail at clientservice@kagisoam.com.

Please note: If you have made an additional lump sum investment or commenced a debit order on or after 30 June 2003, prior to the below redemption, you will be required to submit additional information and supporting documentation required in terms of the Financial Intelligence Centre Act no.38 of 2001, if you have not already submitted such documentation. For FICA requirements please refer to ANNEXURE A of this application form.

## A. Investor Details

Investor Number:

Title: \_\_\_\_\_ Initials: \_\_\_\_\_ Surname: \_\_\_\_\_

First name: \_\_\_\_\_

Trust/Company/CC: \_\_\_\_\_

Trading name: \_\_\_\_\_

Please tick the appropriate box:

Company  Close Corporation  Partnership  Trust  Foreign Company  Natural Person

Other legal entity (please specify)  \_\_\_\_\_

ID/Passport/Company/Trust/Close Corporation registration no.: \_\_\_\_\_

Postal address: \_\_\_\_\_ Code: \_\_\_\_\_

Home tel no.: ( ) \_\_\_\_\_ Fax no.: ( ) \_\_\_\_\_

Work tel no.: ( ) \_\_\_\_\_ Cell no.: ( ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

## B. Investment Options

(Please select the option to redeem all units, a specific number of units or rand value for a particular fund)

<b>KAGISO FUNDS</b>	All units	Specify number of units	Units to the value of
<b>KAGISO EQUITY FUNDS</b>			
Kagiso Equity Alpha Fund			R
Kagiso Islamic Equity Fund			R
Kagiso Top 40 Tracker Fund			R
<b>KAGISO ASSET ALLOCATION FUNDS</b>			
Kagiso Balanced Fund			R
Kagiso Islamic Balanced Fund			R
Kagiso Protector Fund			R
Kagiso Stable Fund			R



### C. Repayment Instructions

(Please note that redemption proceeds will not be paid into a third party account)

Please credit the following bank account as my banking details have changed:

Bank: \_\_\_\_\_ Account holder: \_\_\_\_\_

Branch: \_\_\_\_\_ Branch Code: \_\_\_\_\_

Account Type : Savings  Current  Transmission  Account number:

If the bank details have changed, a cancelled cheque or recent bank statement must accompany this application form as proof thereof. Payments will only be made to the bank account in the name of the registered investor. We are unable to facilitate payments to credit cards or market-linked accounts. The administrator executes payments electronically. No payments will be made by cheque.

Declaration: I/We the undersigned, hereby give notice in terms of the trust deed of my/our application to sell the relevant units and in consideration of the purchase price to be paid to me/us for the said units, hereby cede, assign and transfer all my/our rights, title and interest in and to be said units to you and acknowledge that I/we have no further interest therein. I/we warrant that the information contained herein is true and correct, and that I/we have power and authority to enter into and conclude the transaction.

Signature/s of Unitholder/s: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### D. Change Debit Order Instructions (If applicable)

My debit order on this account is to:

1. remain unchanged
2. be cancelled from \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (Date)
3. be changed to the fund into which I am switching at R \_\_\_\_\_ per month commencing on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (Date)

Debit order Authorisation Signature/s: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### Redemptions

Units will be redeemed by the Manager at the ruling price calculated in accordance with the requirements of the Collective Investment Schemes Control Act no. 45 of 2002 (CISCA) and the relevant Trust Deeds and paid to the unitholder within 48 hours of the written request. Certificates issued in respect of units redeemed must be returned for cancellation. If the units to be redeemed are subject to a pledge, written consent is necessary for the transaction. Redemption instructions which include a change in your banking details must be accompanied by a copy of a cancelled cheque or bank statement less than 3 months old.

Forward pricing occurs as 15:00 each business day and at 17:00 on the last business day of each month. This means that units will be redeemed at the closing net asset value price ruling on the date of receipt of the redemption form by the Manager. Completed redemption forms must be received before 14:00 for the redemption to be executed on that day. If received after the applicable cut-off time, your funds will redeem at the net asset value price of the next day.

Please ensure that we receive new or changed debit order instructions at least 10 days before the debit order commencement or cancellation date which you have specified. All purchases are subject to a 14 day clearance period in respect of subsequent redemptions.



Fund name	Fund category	Investment objectives	Suitable for	Maximum fee% (excl. VAT)	Benchmark	TER%*		Income distributions
						Total	Performance fee component **	
<b>Equity funds</b>								
Kagiso Equity Alpha Fund	Domestic - Equity - General	To provide strong capital growth and a total portfolio return that is in the top quartile for general equity funds.	Investors who are in their wealth accumulation phase, seeking exposure to the domestic equity market. A typical investor would be able to withstand short-term market fluctuations in pursuit of maximum capital growth over the long term.	1.25	Domestic Equity General funds mean	1.46	0.00	June/December
Kagiso Islamic Equity Fund	Domestic - Equity - General	A Sharia compliant fund that aims to provide steady capital growth and a total portfolio return that is better than the average general equity fund.	Muslim investors seeking a Sharia-compliant portfolio of South African equities, who are in their wealth accumulation phase. Investors would be able to withstand short-term market fluctuations in pursuit of maximum capital growth over the long term.	1.00	Domestic Equity General funds mean	1.31	0.00	June/December
Kagiso Tracker Fund	Domestic - Equity - Large Cap	To track the movements and replicate the performance of the FTSE/JSE Top 40 Index over time.	Investors who are seeking to own the entire stock selection of the JSE/FTSE Top 40 at a low cost, and who seek long-term capital growth with no short-term income requirements. Investors would be able to withstand short-term market fluctuations in pursuit of maximum capital growth over the long term.	0.50	FTSE/JSE Top 40 Index	0.67	0.00	June/December
<b>Asset Allocation funds</b>								
Kagiso Balanced Fund	Domestic - Asset Allocation - Prudential Variable Equity	To provide investors with high long-term capital growth, within the constraints of the statutory investment restrictions for retirement funds. The fund seeks to provide a moderated exposure to volatility in the short term.	Investors who are building up and growing their long-term retirement capital while seeking capital growth. Investors would also be seeking to preserve the purchasing power of their capital over the long-term, with a time horizon of 3 years or longer.	1.25	Domestic Asset Allocation Prudential Variable Equity funds mean	n/a	0.00	June/December
Kagiso Islamic Balanced Fund	Domestic - Asset Allocation - Prudential Variable Equity	A Sharia-compliant fund that aims to provide steady long-term returns and capital growth. The fund seeks to provide a moderated exposure to volatility in the short term.	Muslim investors requiring a Sharia-compliant portfolio appropriate for retirement schemes. Investors would also be seeking to build and grow their long-term retirement capital, while preserving the purchasing power thereof over the long-term and limiting exposure to short-term market fluctuations.	1.25	Domestic Asset Allocation Prudential Variable Equity funds mean	n/a	0.00	June/December
Kagiso Protector Fund	Domestic - Asset Allocation - Targeted Absolute and Real Return	To provide steady capital growth and returns that are better than equity market returns on a risk adjusted basis over the medium to longer term.	Investors looking for exposure to the long-term inflation-beating characteristics of domestic equities, with reduced downside exposure and volatility and a strong focus on capital preservation.	1.25	Risk-adjusted returns of an appropriate SA large cap index	1.46	0.00	June/December
Kagiso Stable Fund	Domestic - Asset Allocation - Prudential - Low Equity	To provide total returns that are in excess of inflation over the medium term. It seeks to provide a high level of capital stability and to minimise loss over any one year period, within the constraints of the statutory investment restrictions for retirement funds.	Investors who are risk averse and require a high degree of capital stability while requiring a reasonable income and some capital growth. A typical investor would be retired or nearing retirement and seeking to preserve capital over any one year period.	1.25	The return on deposits for amounts in excess of R5 million plus 2% (on an after-tax basis at an assumed 25% tax rate)	n/a	0.00	June/December

\* The TER is calculated as a percentage of the average NAV of the portfolio incurred as charges, levies and fees in the management of the portfolio for a rolling 12-month period to 31 December 2011. A higher TER does not necessarily imply a poor return, nor does a low TER imply a good return. The current disclosed TER cannot be regarded as an indication of future TER's.

\*\* The total TER includes a performance fee component as detailed.

Changes to fees: Written notification of any increase in fees or initial fees will be distributed to all investors at least three months before the new fees will be implemented.

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# Annexure A

## FICA REQUIREMENTS

In terms of the Financial Intelligence Centre Act 38 of 2001 ("FICA"), and the regulations thereto, Kagiso is an accountable institution and is, therefore, compelled to identify and verify the identity of its clients.

Investors must attach the documents set out in this annexure to their completed application form. The following persons are exempt from providing this documentation:

- companies listed on a recognised securities exchange (e.g. J.S.E)
- approved Pension, Provident and Retirement Annuity Funds

Kagiso reserves the right to request the supporting documentation for the abovementioned exempt persons where it is deemed necessary.

Kagiso will only place investments once all the supporting documentation listed below has been received.

Proof of banking details for each of the entities below is also required.

## NATURAL PERSONS

### SA Citizen

- Copy of South African Identity document containing a photo, full names, date of birth and ID number – A passport / driver's licence can only be accepted if a South African identity document is not available.
- Copy of South African Birth certificate if the investor is a minor.
- A document (not older than 3 months) showing residential address (e.g. utility bill, bank statement, tax invoice, Telkom account, payslip and municipal rates).
- Cancelled cheque or bank statement (not older than 3 months).

### Foreign Nationals

- Copy of passport containing a photo, full names, date of birth and number.
- A document (not older than 3 months) showing residential address, (e.g. utility bill, bank statement, tax invoice, Telkom account, payslip and municipal rates).
- Cancelled cheque or bank statement (not older than 3 months).

### Legal Incapacity / 3rd party / Guardian representing another individual

- Documents set out under NATURAL PERSON, for both parties.
- Proof of authority to act (e.g. power of attorney, mandate, resolution, court order).

## LEGAL PERSONS

### SA Companies

- Certificate of Incorporation (CM1) and Notice of Registered Office and Postal Address (CM22) stamped by the Registrar of Companies and Signed by the company Secretary.
- List of Directors (CM29).
- A document (not older than 3 months) containing trade name and business address (e.g. utility bill, bank statement, tax invoice, Telkom account and municipal rates).
- Copy of letterhead.
- Copy of ID document / passport and utility bill for all individuals holding 25% or more of the voting rights at a general meeting.
- Applicable documentation for institutions holding 25% or more of the voting rights at a general meeting.
- Proof of authority to act for the company (e.g. Board resolution).
- Cancelled cheque or bank statement (not older than 3 months).

### SA Close Corporations

- Founding Statement and Certificate of Incorporation (CK1) and Amended Founding Statement (CK2) if applicable, stamped by the Registrar of Companies and signed by authorised signatories.
- A document (not older than 3 months) containing trade name and business address (e.g. utility bill, bank statement, tax invoice, Telkom account and municipal rates).
- Copy of letterhead.
- Copy of ID document / passport and utility bill for all members and authorised signatures.
- Proof of authority to act for the close corporation (e.g. Resolution).
- Cancelled cheque or bank statement (not older than 3 months).

### Foreign companies

- Official document from foreign regulators witnessing incorporation, bearing the name, number and the address.
- A document(s) (not older than 3 months) containing SA and foreign trade names and business address (e.g. utility bill, bank statement, tax invoice Telkom account and municipal rates).
- Copy of ID document / passport and utility bill for SA manager, all directors and authorised signatures.
- Copy of ID document / passport and utility for all individuals holding 25% or more of the voting rights at a general meeting.
- Applicable documentation for institutions holding 25% or more voting rights at a general meeting.
- Proof of authority to act for the company (e.g. Board resolution).
- Cancelled cheque or bank statement (not older than 3 months).

### Other legal Persons (i.e. club, association, body corporate, retirement fund)

- The constitution or other founding documents in terms of which the legal person was created.
- A document(s) (not older than 3 months) containing trade names and business address.
- Copy of ID document / passport and utility bill for authorised persons.
- Proof of authority to act for legal persons.
- Cancelled cheque or bank statement (not older than 3 months).

### Partnerships

- Partnership agreement.
- A document (not older than 3 months) containing trade name and business address (e.g. utility bill, bank statement, tax invoice, Telkom account and municipal rates).
- Copy of ID document / passport and utility bill for all the partners, authorised signatories and persons exercising executive control.
- Applicable documents for institutional partners or institutions exercising executive control.
- Proof of authority to act for partnership (e.g. Resolution).
- Cancelled cheque or bank statement (not older than 3 months).

### Trust

- The main deed or other founding documents (e.g. will).
- Letter of authority from Master of High Court (SA Trust) or foreign regulator (foreign trust) to trustees.
- Copy of ID document / passport and utility bill for individual founder of trust, each trustee, each beneficiary or details of how beneficiaries are determined if not mentioned by name and all authorised signatories.
- Applicable documents for institutional beneficiaries, any institutional founder or trust or details of how beneficiaries are determined if not mentioned by name.
- Death certificate or certificate of deregistration where founder died or ceased to exist.
- Trust resolution signed by trustees nominating and authorising signatories to act on the Trust's behalf.
- Cancelled cheque or bank statement (not older than 3 months).

### Unincorporated

- The constitution or other founding documents in terms of which the legal person was created.
- Copy of ID document / passport and utility bill for all authorised persons.
- Proof of authority to act for legal persons.
- Cancelled cheque or bank statement (not older than 3 months).

