FUND ROCK | BOUTIQUE COLLECTIVE INVESTMENTS | sasfin Asset Managers

SWITCH INSTRUCTION
INDIVIDUALS / ENTITY

Boutique Collective Investments (RF) (Pty) ("BCI") Ltd is part of the Apex Group Ltd. BCI is a registered Manager of the Boutique Collective Investments Scheme, approved in terms of the Collective Investments Schemes Control Act, No 45 of 2002.

IMPORTANT INFORMATION

1. This form is to be used by existing investors only.
2. Please read the Terms and Conditions that apply to this investment. This is available from your financial adviser, the Client Service Centre or at **www.bcis.co.za.**
3. Please email required documents to the Client Service Centre at instructions@bci-transact.co.za or fax to (0)86 502 5319.
4. The cut-off for instructions is 14:00, Money Market cut-off is 11:30. If received after the cut-off the next business day pricing will apply.

SECTION 1: INVESTOR DETAILS

Account options: ☐ Create a new account ☐ Addition to existing account

BCI Investor Number / Client Account Number	
Title	
Surname / Entity Name (e.g company or trust)	
Name of Investor / authorised contact person	
ID / Passport/ Registration No.	

SECTION 2: SWITCH INSTRUCTION

Details of Funds to be switched From	Account Number	Rand		Units		Percentage
			or		or	%
			or		or	%
			or		or	%
			or		or	%
			or		or	%
TOTAL						%

Details of Funds to be switched To (Fund + Class)	Rand		Units		Percentage
		or		or	%
		or		or	%
		or		or	%
		or		or	%
		or		or	%
TOTAL					%

SECTION 3: DEBIT ORDER INSTRUCTION

How would you like your existing debit order to be treated after the switch:

☐ Debit Order to remain unchanged

☐ Cancel Debit Order Instruction

☐ Debit Order to follow switch

☐ Change your debit order allocation (complete below)

Portfolio Name	Class	Amount

SECTION 4: INCOME INSTRUCTION

Distribution Payments

☐ Distributions to be re-invested or ☐ Distributions paid into account as per the 'Investor bank account details'

SECTION 5: REGULAR WITHDRAWAL PAYMENTS

The cut-off for instructions is 14:00, Money Market cut-off is 11:30. If received after the cut-off the next business day pricing will apply.

☐ Switch existing monthly withdrawal to new fund.

Payment Frequency ☐ Monthly ☐ Quarterly ☐ Biannually ☐ Annually

Redemption Date ☐ 1st ☐ 15th ☐ 25th Start date D D / M M / Y Y Y Y

Participatory interests will be redeemed at the price calculated according to the requirements of the Collective Investment Schemes Control Act, 2002, and in line with the terms and conditions of the relevant Deeds and will be paid to the unitholder within 2 business days. Inter-bank rules may apply.

FROM FUND

Portfolio Name	Account Number	Amount per regular withdrawal (R)		Percentage
			or	%
			or	%
			or	%
TOTAL TO BE WITHDRAWN PER PERIOD				**%**

SECTION 6: FINANCIAL ADVISER FEES

NEGOTIABLE FINANCIAL ADVISOR FEES

Initial*

Maximum 3.0% (excl VAT), or in the case of money market funds maximum 0.5% (excl VAT), deducted prior to the investment being made. If it is agreed that no initial fee is payable, please insert 0%.

Ongoing advisory fee**

Negotiable to a maximum of 1% (excl VAT), or in the case of money market funds maximum 0.5% (excl VAT) p.a. Advisory fees are withdrawn by way of a unit reduction. This annual advice fee, if any, is in addition to the standard portfolio service charges. If it is agreed that no initial fee is payable, please insert 0%.

Please refer to the table below for maximum permissible combinations of initial and annual advisory fees.

Initial Advice Fee ex VAT	Maximum ongoing advice fee ex VAT p.a.**
3%	0.50%
between 2% and 3%	0.60%
between 1% and 2%	0.80%
0% - 1%	1.00%

SECTION 7: INVESTOR DECLARATION

+ I confirm that all information provided in this form and all other documents signed by me in connection with this application, whether in my handwriting or not, are true and correct.
+ I have read, understood and agree to the latest **Terms and Conditions** on the BCI website **www.bcis.co.za.**
+ Where signed in the capacity as legal guardian of a minor, I explicitly consent to the use of the minor's personal details contained herein.

PRIVACY STATEMENT

Boutique Collective Investments (RF)(Pty) Ltd ("BCI") takes your privacy and the protection of your personal information seriously, and we will only use your personal information in accordance with Applicable Laws and the BCI Privacy Policy. It is important to us that you understand how we obtain, process, store, and share your information. By submitting any personal information to BCI you provide us with your consent to, alternatively acknowledge the processing and sharing of your personal information and/or that personal information which you have provided that relates to other data subjects, as set out in the Privacy Policy. Please do not submit any personal information to BCI if you do not agree/ object to any of the provisions of the Privacy Policy. Should you object to the Privacy Policy, or parts thereof, BCI may not be able to provide its products and/or services to you. To access the BCI Privacy Policy please click on the **link** or on the BCI website **www.bcis.co.za.**

Signature of investor(s) or legal guardian ____________ Date D D / M M / Y Y Y Y

Name of signatory ____________

CONTACT DETAILS

+ **Physical Address**
  Boutique Collective Investments
  Catnia Building
  Bella Rosa Village
  Bella Rosa Street
  Bellville
  7530

+ **Custodian / Trustee**
  The Standard Bank of South Africa Limited
  Tel: +27 21 441 4100

+ **Contact us**
  Tel: +27 21 007 1500/1/2 | Fax: +27 (0)86 502 5319
  Email: bcis_clientservices@fundrock.com | bci_compliance@fundrock.com
  Visit our website: www.bcis.co.za

Should you have any complaints, please send an email to bci_complaints@fundrock.com

ASISA AN ORDINARY MEMBER OF THE ASSOCIATION FOR SAVINGS & INVESTMENT SA