



OLD MUTUAL

OLD MUTUAL UNIT TRUST BUYING FORM NATURAL PERSON

IMPORTANT INFORMATION

- Please complete all the relevant sections and sign sections 6 and 8.
- The completed form and supporting documentation (see below) can be scanned and emailed to omnamuttrans@oldmutual.com or handed in at any Old Mutual Namibia. Illegible and incomplete forms may lead to delays. Contact our Service Centre at **+264 81 956 1015** for any queries.
- Applications will be processed once all fields are completed and required documents received. Funds may be transferred after investor number has been issued.
- Old Mutual Unit Trust Management Company (Namibia) Limited will henceforth be referred to as Old Mutual Unit Trust.
- It is important to provide a valid email address and cellphone number as communications are sent via email.
- Access the Unit Trust portal via <https://omnamut.jtcgroup.com> to view your portfolio.

SUPPORTING DOCUMENTS (REQUIRED)

1. ACCOUNT HOLDER DOCUMENTATION

Namibian ID or Passport Holders

- Copy of a Namibian ID

Foreign ID or Passport Holders

- Copy of a valid Passport
- Proof of Residential address (not older than three months e.g. Utility bill in the account holder's name, cell phone contract or fixed line account, formal lease agreement)

Contributions exceeding N\$500 000 or monthly contributions exceeding N\$10 000 p/m (per Investor)

- Payslip or Proof of Source of Funds (e.g. proof of incorporation of own business)

2. DOCUMENTATION FOR PERSON ACTING ON BEHALF OF INVESTOR

Namibian ID or Passport Holders

- Proof of authority to act (e.g. power of attorney, full birth certificate for minors)
- Copy of Namibian ID document or Passport

Foreign ID or Passport Holders

- Proof of Authority to Act (e.g. power of attorney, full birth certificate for minors)
- Copy of a certified Foreign ID document or Passport
- Proof of Residential address (not older than three months)
- Proof of Income/Source of Funds

3. PROMINENT INFLUENTIAL PEOPLE

The Enhanced Due Diligence Form must be completed where the persons identified under 1 and 2 above are:

- Is herself/himself considered to be a Prominent Influential Person (PIP), or a closely connected/related to a Prominent Influential Person (PIP).
- Foreigners; or

PROCESSING TIMES

Processing time for all withdrawals/selling's will be approximately 2-3 working days if all supporting documents have been received. Please complete this form using block letters and tick where appropriate.

* In line with the FIA Act of 2012, Old Mutual Unit Trust Management Company (Namibia) Limited has adopted a risk based approach to establish and verify the identity of individuals and entities it enters into business with. This verification process may require additional documentation. In this case there may be a delay in processing your transaction instruction and, in some instances, may result in the same day's price not being applied. The transaction will be applied once all additional verification processes have been completed.

APPLICATION TO BUY UNITS

I hereby apply for the number of units that can be purchased by the investment amount referred to below. All transactions are subject to the conditions of the relevant Trust Deed(s).

Do you already have an Old Mutual Unit Trust investment?

Yes ☐ No ☐

If Yes, please provide Unit Trust number

SECTION 1. INVESTOR'S DETAILS

I am investing: For myself ☐ On behalf of a minor ☐

INDIVIDUAL IN WHOSE NAME INVESTMENT IS HELD

Title: Mr ☐ Mrs ☐ Ms ☐ Other Initials

Surname

First name(s)

Previous names (if applicable)

Gender: Male ☐ Female ☐ Marital status: Married ☐ Single ☐ Widowed ☐ Divorced ☐

ID/Passport number

Date of birth

Income tax number		Tax residence	
Nationality		Country of residence	
Country of birth			

Are you a resident for tax purposes anywhere other than Namibia? Yes ☐ No ☐

Are you a US citizen or a tax resident of the United States of America? Yes ☐ No ☐

if Yes, please complete the **W9** of the American Internal Revenue Service (www.irs.gov/w9). Please list the country or countries other than Namibia (if any) in which you are a resident for tax purposes:

NB: Where the United States of America is indicated, the provisional tax number is compulsory.

COUNTRY	TAX NUMBER

If a passport is supplied for identification purposes please state country of issue

SOURCE OF INCOME

Employer name/Name of own business

Occupation/Nature of own business

Industry

CONTACT INFORMATION

Telephone (Work) Code Number Telephone (Home) Code Work

Fax Code Number Cellphone

Language preference Eng ☐ Afr ☐ Other (Please specify)

Email (Home)

Email (Work)

☐ I instruct Old Mutual Unit Trust to transmit all account related communications, including communications required to be transmitted to me by law, to the email address provided above.

Postal address

Postcode

Residential address

DETAILS OF PERSON ACTING ON BEHALF OF INVESTOR (PARENT/GUARDIAN)

Title: Mr ☐ Mrs ☐ Ms ☐ Other Initials

Surname

First name(s)

Previous names (if applicable)

ID/Passport number Date of birth

Physical address

Postal address

Postcode

Telephone (Work) Code Number Telephone (Home) Code Number

Fax Code Number Cellphone

Relation to investor: Parent ☐ Guardian ☐ Power of Attorney ☐ Executor ☐

SECTION 2. HOW TO INVEST

Old Mutual Unit Trust is under no obligation to accept below minimum investments and reserves the right not to debit or to cease debiting your account under certain circumstances. If no selection is made, distributions are automatically reinvested.

Lump sum investment

☐ Please debit my bank account with N\$ on

☐ I will transfer N\$ into Old Mutual Unit Trust's bank account.

Email your completed form to omnamutrans@oldmutual.com, should all be in order, you will receive a welcome letter containing your investor number. Then use this investor number as the reference when making a direct deposit or Electronic Funds Transfer (EFT). Selecting the incorrect bank account or not including an investor number as reference may cause delays.

Recurring Monthly (debit order) Investments

Payroll deductions (Only Old Mutual staff) ☐

Debit order dates (only select one): 1 ☐ 3 ☐ 7 ☐ 15 ☐ 20 ☐ 27 ☐ Commencing month

PLEASE ALLOW 10 WORKING DAY'S NOTICE

To help ensure my investment amount keeps pace with inflation, please increase my debit order investment amount every year on the anniversary date by:

5*% or % or N\$ on all Unit Trusts or (specify Unit Trust)

* If you don't indicate your choice, the increase amount will be applied to all Unit Trusts in your portfolio that are affected by this application.

Select your Unit Trusts

Fund (lump sum/monthly minimums)	Lump Sum	Monthly	Annual debit order increase* (% or N\$ value)	Distributions** (to action)	
				Payout	Reinvest
Old Mutual Namibia Corporate Fund (N\$25 000)	N\$	N/A		N/A	N/A
Old Mutual Namibia Money Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Income Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Enhanced Income Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Real Income Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Dynamic Floor Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Managed Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Growth Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia Property Fund (N\$300/N\$100)	N\$	N\$			
Old Mutual Namibia World Wide Equity Fund (N\$300/N\$100)	N\$	N\$			
TOTAL	N\$	N\$			

SECTION 3. SOURCE OF FUNDS

1. For once off/lump sum contributions, please specify the source of funds:

☐ Savings at another financial institution

☐ Sale of asset

☐ Gift

☐ Maturing policy

☐ Inheritance

☐ Donation

☐ 1/3 lump sum of pension/retirement annuity

☐ Retrenchment

☐ Dividend

☐ Bonus

☐ Salary

Other

2. Please provide the name of the financial institution, pension fund or employer:

3. Nature of investment: Long-term Investment ☐ Medium Term ☐ Short-term Investment ☐

SECTION 4. BANK DETAILS

Deductions cannot be made from credit cards. Debit orders can only be raised from your own account (except in the case of legal guardians investing on behalf of minors, or spouses investing on each other's behalf). Payments can only be made to your own bank account (except in the case of minors).

BANK DETAILS FOR DEDUCTIONS (We will deduct the stated amount as well as all future payments from this account. Please provide proof of banking details/bank confirmation letter resolution authorising deductions)

Account holder's name			
Bank name		Branch name	
		Branch code	
Account number		Type of account:	Savings ☐ Current ☐ Cheque ☐

BANK DETAILS FOR PAYOUTS IF DIFFERENT FROM ABOVE

(We will pay dividends, proceeds of sales and regular withdrawals, into this account.) Please provide proof of banking details.

Account holder's name			
Bank name		Branch name	
		Branch code	
Account number		Type of account:	Savings ☐ Current ☐ Cheque ☐

SECTION 5. AUTOMATED REGULAR WITHDRAWALS

Please sell units to the value N\$ of from my Fund, every

(only select one): month ☐ quarter ☐ six months ☐ Commencing month

PLEASE ALLOW 10 WORKING DAY'S NOTICE

SECTION 6. DECLARATION

I agree to accept the number of units sold to me by virtue of this application and I warrant that I have full power and authority to enter into and conclude this transaction, with the necessary assistance where such assistance is a legal requirement. I am aware that this product offers no cooling-off rights. I know that the cost of buying units includes an initial charge and that there are no guarantees on my capital. I acknowledge that there are further allowable deductions from the fund (e.g. an annual service fee) that impact on the value of my investment. I am satisfied that the facts provided are accurate and complete. I am aware of the fund's/funds' objectives, risk factors, the charges and income distributions, as set out in the fund fact sheet/s. I acknowledge that Old Mutual Unit Trust may borrow up to 10% of the portfolio to bridge insufficient liquidity. I have read and fully understood all pages of this application form. I hereby authorise Old Mutual Unit Trust to debit the account mentioned in Section 4 with the monthly amount/lump sum specified. I hereby consent to Old Mutual Unit Trust transmitting the information or documentation provided by me in so far as may be needed to facilitate its day-to-day business, including sharing the information provided by me with national and international regulatory authorities. I further consent to Old Mutual Unit Trust transmitting information required to discharge local or international regulatory obligations without further notice to me. I further authorise Old Mutual Unit Trust to accept instructions from me via email.

Date Signature of Investor

SECTION 7. ACCEPTANCE OF ADVICE

☐ I am solely responsible for my investment choices and their associated outcomes, and acknowledge that I have entered into this transaction without obtaining financial advice as that is my preference. As a result no initial charge will be levied on any investment of N\$100.00 (the general unit trust minimum) or more.

OR

☐ I hereby confirm that, where applicable, the relevant intermediary (adviser or broker) has satisfied me that he/she is authorised to render financial services in respect of this product.

Do you want to appoint this intermediary as your Preferred Servicing Intermediary (PSI) for all your future Old Mutual financial services needs?

☐ **Yes**, I appoint and give the PSI access to information on all my existing Old Mutual financial services products.

☐ **No**, I will complete an Intermediary Appointment Note (IAN) selecting my Service intermediaries of preference per category of business.

SECTION 8. INSTRUCTION FOR PAYMENT OF ADVISER FEES (IF APPLICABLE)

An initial adviser fee has been agreed as follows (subject to the maximums for each Unit Trust, stipulated on the Unit Trust fund fact sheet). The applicable amount will be deducted prior to the purchase of units.

% for equity/asset allocation Unit Trusts (max. 3.00%) which is N\$

% for fixed income Unit Trusts (max. 0.60%) which is N\$ (Note: If % and N\$ amount differ, the % holds.)

ANNUAL ADVISER FEE

In addition, you may elect to pay an ongoing annual adviser fee. This fee is negotiated between yourself and your adviser or broker, and is over and above the initial adviser fee stipulated above.

Yes ☐ No ☐

If Yes, specify percentage % (max. 1.00% p.a.) of your discretionary Unit Trust portfolio. Note that this instruction overrides all existing annual adviser fee agreements.

☐ from Fund (one Unit Trust only) (Unit Trust account number)

OR

☐ Proportionally across all my Unit Trusts.

This annual fee is calculated as a percentage of the value of your discretionary Unit Trust portfolio. The annual adviser fee is deducted monthly, through the sale of units from the nominated unit trust/s. If this fee is being paid from a single Unit Trust and there is at any time an insufficient number of units in the Unit Trust, the fee will automatically be deducted from your Money Market Fund, failing which, the largest unit trust in your portfolio. Where investments are held in more than one class in the same Unit Trust, the fee will be deducted from the class open to new business (unless the closed Unit Trust class is stipulated above). You will receive confirmation of the implementation of this fee, any adjustments made to the annual percentage or to the Unit Trust, as well as the cancellation thereof. This fee is based on an agreement between the client and the intermediary. Old Mutual Unit Trust is not a party to the agreement and will cancel the fee on the written instruction of either party. The fee will further be cancelled by a change in servicing intermediary. Old Mutual Unit Trust will change any erroneous instructions received, but will not rectify prior payments based on erroneous instructions.

Date Signature of Investor

SECTION 9. INTERMEDIARY'S

I, the undersigned, hereby declare and warrant that I am duly authorised to render financial services in respect of this product. All parties concerned have been identified and verified and all relevant documentation has been obtained and appropriate procedures have been applied in accordance with the Financial Intelligence Act, Act 13 of 2012.

Intermediary's full name Branch
Intermediary code Tel. no
Intermediary's email address
Signature of Intermediary

PLEASE NOTE

Buying and selling requests

For requests to be processed on the same day as submitted, all requirements must be met by 15:00 (13:00) for the Old Mutual Namibia Money Market and Old Mutual Namibia Money fund). Such investments will be valued on the day after processing.

Direct Deposits/EFTs: Kindly email all proof of deposits to omnamuttrans@oldmutual.com.

This account number must appear on the electronic fund transfer or Standard Bank deposit slip. To obtain the same day's value, email confirmation of transfer or direct deposit to omnamuttrans@oldmutual.com before 15:00 (13:00) for Old Mutual Namibia Money Market and Old Mutual Namibia Corporate Funds). For all queries/requests please email namibiaunitrust@oldmutual.com

Monthly and lump sum debit orders

No debit order payments will be allowed on behalf of another person - except where parents/grandparents are investing on behalf of a minor, or where an investment is made on behalf of a spouse (CIV form to be completed and ID to be provided). The amount/s you specify will be deducted from your bank account automatically by debit order (please note that credit cards are not accepted). Old Mutual Unit Trust is under no obligation to accept debit orders below the stipulated minimums. Old Mutual Unit Trust reserves the right to cease debiting your account under certain circumstances.

Distributions

Historical income distributions are available on each fund fact sheet.

Annual Adviser Fee

This annual fee is calculated as a percentage of the value of your entire unit trust portfolio. The fee is deducted monthly, through the sale of units from the nominated fund/funds. If this fee is being paid from a single fund and there is at any time an insufficient number of units in the fund, the fee will automatically be deducted from the largest fund in your Namibia portfolio.

You will receive confirmation of the implementation of this fee, any adjustments made to the annual percentage or to the fund, as well as the cancellation thereof. This fee is based on an agreement between the client and the intermediary. Old Mutual Unit Trust is not a party to the agreement and will cancel the fee on the written instruction of either party. The fee will further be cancelled by a change in servicing intermediary. Old Mutual Unit Trust will change any erroneous instructions received, but will not rectify prior payments based on erroneous instructions.

STATUTORY INFORMATION

Unit Trusts are generally medium to long term investments. Past performance is no indication of future growth. It is important that you are prepared for some shorter term fluctuations as your investment moves in line with the markets. Fluctuations or movements in exchange rates may cause the value of underlying international investments to go up or down. An initial charge (from 0,25% to maximum 5% of the investment amount) is included in the buying price of units. This charge may include commission (up to 3% of the investment amount). An annual service fee (from 0.6% to 1.5%) is calculated on the market value of the fund's assets (excluding income and permissible deductions) and deducted from the portfolio on a monthly basis. Further fees that may be deducted from the fund's portfolio are compulsory and bank charges, brokerage, marketable securities tax, other taxes and levies, custodian and trustee fees and audit fees. A schedule of fees and charges and maximum commissions is available from the company/intermediary. The daily price is based on the current value of the fund's assets plus income (minus expenses) divided by the number of units in issue. You can easily sell your investment at the closing price of the day (calculated at 15:00 on a forward pricing basis). The Old Mutual Namibia Money Market and Old Mutual Namibia Corporate Funds unit prices are static and interest is declared daily at 13:00. The Namibia Enhanced Income Fund and Namibia Dynamic Floor Fund may be capped in order to be managed in accordance with their mandates.

CONTACT DETAILS

Old Mutual Unit Trust Management Company Namibia Limited

(Registration no. 94/288)
PO Box 165, Windhoek, Namibia
Telephone: 081 956 1015
www.oldmutual.com.na
Queries email: namibiaunitrust@oldmutual.com
Transactions email: omnamuttrans@oldmutual.com
Professional indemnity and fidelity insurance cover is in place.

JTC Fund Solutions RSA (PTY) Limited

Registration – 2006/028378/07
Block B Century Falls,
Century Boulevard Milnerton,

DISCLOSURE

The Old Mutual Group would like to offer you ongoing financial services and may use your personal information to provide you with information about products or services that may be suitable to meet your financial needs. The Old Mutual Group may use your information or obtain information about you for the following purposes:

- Underwriting
- Assessment and processing of claims
- Credit searches
- Verifying your identity
- Verifying and/or updating your personal information
- Claims checks (Industry Life and Claims Register)
- Tracing beneficiaries
- Fraud prevention and detection (including anti-money laundering screening)
- Market research and statistical analysis
- Audit and record keeping purposes
- Compliance with legal and regulatory requirements
- Sharing information with service providers we engage to process such information on our behalf or who render services to us. These service providers may be abroad, but we will not share your information with them unless we are satisfied that they have adequate security measures in place to protect your personal information.

You agree that Old Mutual may view, search and update your information.

You agree that your medical information and the answers to the Health and Lifestyle questionnaire may be shared with relevant third parties (including the adviser involved in this application). If, as a result of your health, a decision is taken to increase premiums, not to cover certain conditions or not to accept the application for cover, you agree to the reasons for this decision being shared with the adviser. You understand that if you do not agree this application for cover will not be processed.

You may access your personal information that we hold and may, under certain circumstances, also request us to correct any errors or to delete this information. In certain cases, you have the right to object to the processing of your personal information.

To view our full privacy notice and to exercise your preferences, please visit our website on www.oldmutual.com.na/about-old-mutual/how-we-do-business/legal/privacy-policy

UNIT TRUST	UNIT TRUST ASSET CATEGORY	INVESTMENT AIM	INVESTMENT MINIMAL			ANNUALISED SERVICE FEE % (INCLUDED IN)	DISTRIBUTION DATE	ADVISER FEE	RISK
			LUMP SUM	MONTHLY	AD-HOC				
Old Mutual Namibia Corporate Fund	Money Market Fund	The Fund aims to deliver a regular income and to outperform bank deposits over time, while preserving capital.	N\$25 000	N\$100	N\$10 000	0.60%	N/A	Max 0.60%	1/5 (Low Risk)
Old Mutual Namibia Money Fund	Money Market Fund	The Fund aims to deliver a regular income and to outperform bank deposits over time, while preserving capital.	N\$300	N\$100	N/A	0.60%	Monthly	Max 0.60%	1/5 (Low Risk)
Old Mutual Namibia Income Fund	Income Fund	The Fund aims to offer a high level of income, together with relative capital stability through a portfolio of Namibian and South African interest-bearing investments. It aims to pay out a high regular income without putting the investor's money at undue risk. It aims to achieve higher than money market returns by taking on marginally more risk.	N\$300	N\$100	N\$300	0.75%	N/A	Max 0.60%	2/5 (Low/ Medium)
Old Mutual Namibia Enhanced Income	Income Fund	The Fund aims to outperform money market investments and produce a relatively high level of income. It aims not to lose money over any 6-month period.	N\$300	N\$100	N\$300	1.00%	N/A	Max 0.60%	2/5 (Low/ Medium)
Old Mutual Namibia Real Income Fund	Low-equity Fund	The Fund aims to provide an income that grows in line with inflation, while sustaining the level of capital over time and minimising any losses over a 12-month period. The portfolio manager actively manages asset allocation to take advantage of changing market conditions.	N\$300	N\$100	N\$300	1.20%	31/03 30/06 30/09 31/12	Max 0.60%	2/5 (Low/ Medium)
Old Mutual Namibia Dynamic Floor Fund	Balanced fund	The Fund strives for longterm capital growth as well as some level of capital protection. Through the use of a quantitative risk model, the fund aims to profit from a rising share market and protects against capital losses in a weak market.	N\$300	N\$100	N\$300	1.50%	30/06 31/12	Max 3.0%	3/5 (Medium Risk)
Old Mutual Namibia Managed Fund	Balanced Fund	This fund aims to achieve long-term inflation-beating growth. The fund has a growth asset bias and will invest more heavily in shares. The portfolio manager actively allocates to other asset classes to take advantage of changing market conditions and to manage the fund's volatility.	N\$300	N\$100	N\$300	1.00%	30/06 31/12	Max 3.0%	3/5 (Medium Risk)
Old Mutual Namibia Growth Fund	General Equity Fund	The Fund aims to offer superior returns over the medium to longer term by targeting the shares of growth-style companies.	N\$300	N\$100	N\$300	1.00%	30/06 31/12	Max 3.0%	4/5 (High Risk)
Old Mutual Namibia Property Fund	Property Fund	The Fund aims to offer superior returns over the medium to longer term by targeting the shares of growth-style companies.	N\$300	N\$100	N\$300	0.85%	31/03 30/06 30/09 31/12	Max 3.0%	4/5 (High Risk)
Old Mutual Namibia World Wide Equity Fund	Global Equity Fund	The Fund Aims to deliver long-term capital growth by investing in a diversified portfolio of listed global equities. The fund, seeks to harness opportunities across developed and emerging markets, targeting companies with strong fundamentals, sustainable growth potential, and global relevance.	N\$300	N\$100	N\$300	1.50%	30/06 31/12	Max 3.0%	5 (High Risk)