

ALLAN GRAY NAMIBIA BALANCED FUND APPLICATION



STEP 1

COMPLETE THE FORM &
AGREE TO THE Ts & Cs

- Only legal entities/individuals registered or resident in Namibia are able to invest in the Allan Gray Namibian Balanced Fund.
- Complete all the information on the form to ensure that there is no delay in processing your investment.
- Read and agree to the **Terms and Conditions** to understand the rules of your investment.
- Send the below documents to: Email: namibiaadmin@allangray.co.za or Fax: +27(21) 415 2489



STEP 2
FOR LEGAL ENTITIES
SEND DOCUMENTS

- Completed Allan Gray Namibia Balanced Fund Application
 - FIA documents as set out in Annexure A
 - Resolution signed by all authorised signatories
 - Proof of bank details (e.g. bank statement)
 - Annexure C, if you are exempt from paying withholding tax on interest
- We need the following documents for all representatives acting on behalf of, and the contact person for, the legal entity:
- FIA documents as set out in Annexure A
 - Completed Annexure B
 - Proof of authority (eg. power of attorney)



STEP 2
FOR INDIVIDUAL
INVESTORS
SEND DOCUMENTS

- Completed Allan Gray Namibia Balanced Fund Application
- Copy valid passport containing a photo, full names, date of birth & ID number
- Proof of your bank details (e.g. cancelled cheque or bank statement)
- Completed 'Acting on behalf of the investor' form, if you are representing the investor



STEP 3
MAKE PAYMENT

- Please make payment into the following Allan Gray bank account and send us proof of payment
- Account name: Namibia Balanced Fund Subscription
Bank: Standard Bank Namibia
Branch: Windhoek
Branch code: 082372
Account number: 240971639
Reference number: Entity registration number/passport number
Swift code: SBNMNX



CUT-OFF TIMES

- Please note that if instructions and documents are received:
- Before 17:00 on a business day, we will start processing on that day.
 - After 17:00 on a business day, we will start processing on the next business day.
 - On a South African/Namibian weekend or public holiday, we will start processing on the next business day.



Contact us if you need help:

Call +27(21)415 2300 between 08:00 - 17:00 (Mon - Fri) or Email: namibiaadmin@allangray.co.za

2. Complete this section if you are an individual investor

Title _____ Surname _____

First name(s) _____

Date of birth Country of birth _____

Passport number _____

Tax identification number _____ Country of issue _____

Nationality _____

Email _____

Mobile _____ Telephone (h) _____

Fax _____ Telephone (w) _____

Residential address _____

_____ Postal code _____

Postal address _____
_____ Postal code _____

If the same as residential address please tick this box

_____ Postal code _____

In addition to the information given above, do you or any controlling persons associated with this investment (e.g. authorised signatory) have a foreign income tax number, tax residency or nationality? Yes No

3. Who should we communicate to?

Allan Gray emails monthly statements and quarterly reports relating to your investment account. Please provide us with the details of the recipients who should receive these communications.

Name and surname _____

Email _____

Name and surname _____

Email _____

Name and surname _____

Email _____

4. How much would you like to invest?

You must invest a lump sum of at least N\$5 million per account.

Lump sum amount N\$

5. How to make payment

Please deposit your money via cheque or EFT into the following Allan Gray Bank Account:

Account name: Namibia Balanced Fund Subscription
Bank: Standard Bank Namibia
Branch: Windhoek
Branch code: 082372
Account number: 240971639
Reference number: Entity registration number/passport number
Swift code: SBNMNX

It may take up to two days to appear in the Allan Gray bank account.

6. Where does the money come from?

This information is required by legislation and we need it in order to process your investment. Please make a selection below:

Capital/savings Company profit Donation

Other (specify) _____

7. How would you like to receive your income distributions?

Your investment may earn income distributions (interest and/or dividends). We will automatically reinvest income distributions earned on your investment, which means you will receive additional units.

If you prefer your income distributions to be paid into your bank account, please tick this box.

8. Withholding tax on interest

The Namibian Revenue Authority requires us to pay over withholding tax on interest on your behalf where applicable. We will deduct this tax before the interest is re-invest into your investment account or paid to you. If you are a legal entity you may be exempt from withholding tax on interest. Trusts and partnerships are not regarded as Namibian companies and will attract 10% withholding tax on interest.

Is the investor a legal entity and exempt from paying withholding tax on interest? Yes No

If the legal entity is exempt from paying withholding tax on interest, please complete Annexure C

9. Provide us with your bank account details

- We will make all payments electronically to the current, transmission or savings bank account in the investor’s name.
- We will not make any payments to credit cards or market-linked accounts or third party bank accounts.

Name of account holder _____

Name of bank _____

Branch code _____

Account number _____

Type of account Current/Cheque Savings Transmission

10. 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 correct.
- I am responsible for the accuracy and completeness of all answers, statements or other information provided by me or on my behalf.
- I have not received advice from Allan Gray regarding this application.
- I confirm that Allan Gray may accept instructions from any authorised third party who has been authorised by me in writing.
- I confirm that Allan Gray may accept instructions in the prescribed format by fax or via other electronic means.
- I have read, understood and agree to the latest Terms and Conditions.

Signature of representative (1)/ investor

Signature of representative (2)

Print full name

Date

Print full name

Date

Annexure A

Before we can enter into a transaction with you the Financial Intelligence Act (FIA) requires that we verify the identity of all members, directors, trustees and other representatives.

- We require a copy of all members, directors, trustees and authorised representatives copy of a valid passport.

We require the following documents for legal entities:

Close corporations (CCs) – incorporated before the Act

- The Founding Statement and Certificate of Incorporation (CK1)
- Where the CC has changed its members we require an amended Founding Statement CK2 stamped by the Registrar of Companies
- A resolution on the CC's letterhead signed by all members appointing the authorised signatories
- The completed Annexure B (attached to this application form) for all members and authorised signatories
- Identity documents for all members and authorised signatories

Trusts

- The Trust Deed (including Testamentary (Will) Trusts)
- A Will and letter of Executorship in the case of Testamentary Trust
- The Letter of Authority stamped by the Master of the High Court
- A Resolution signed by all trustees appointing the authorised signatories of the Trust
- Annexure B (attached to this application form) for all trustees and beneficiaries
- Identity documents for founders of the Trust, trustees, beneficiaries and authorised signatories

Namibian companies

- Registration Certificate CM1 or Certificate of Incorporation
- Where the company has changed its name we require the Certificate of Name Change CM9
- Notice of registered office and postal address stamped by the Registrar of Companies and signed by the company secretary CM22
- A resolution on the company's letterhead signed by all members appointing the authorised signatories
- Identity documents for all managers, authorised signatories and individuals holding 20% or more of the voting rights at a general meeting
- Annexure B (attached to this application form) for all members and authorised signatories

Foreign companies

- Official documents from the foreign regulator witnessing incorporation, bearing the name, number and address
- Identity documents for all managers, authorised signatories and individuals holding 20% or more of the voting rights at a general meeting
- A resolution on the company's letterhead signed by all members appointing the authorised signatories
- Annexure B (attached to this application form) for all members and authorised signatories

Partnerships

- A partnership agreement or signed letter from all the partners confirming the informal partnership
- A resolution signed by all partners appointing the authorised signatories
- Identity documents for all partners
- Annexure B (attached to this application form) for all partners

Other legal entities (e.g. clubs, associations, churches)

- The copy of the constitution or other founding documents for the legal entity
- Resolution of authorised signatories
- Identity documents for the authorised signatories
- Annexure B (attached to this application form) for authorised signatories

Retirement funds

- Registration certificate from the NAMFISA (Namibia Financial Institution Supervisory Authority)
- Approval certificate from the Commissioner of Inland Revenue
- Trustee register
- Board resolution authorising the investment in the fund and appointing the authorised signatories to act on behalf of the Fund on this account.
- List of authorised signatories and specimen signatures
- Identity documents for the authorised signatories
- Annexure B for authorised signatories
- Annexure B for trustees

Annexure B

In terms of the Financial Intelligence Act 13 of 2012, the accountable institution (Allan Gray) must verify the identity of its clients. Please tick the boxes below to indicate the roles individuals play in your organisation. Each of these people must complete this annexure (please attach copies of this section, if necessary):

- | | |
|--|--|
| <input type="checkbox"/> Manager | <input type="checkbox"/> Member |
| <input type="checkbox"/> Partner | <input type="checkbox"/> Authorised signatories |
| <input type="checkbox"/> Persons exercising executive control | <input type="checkbox"/> Person holding 20% or more of the voting rights |
| <input type="checkbox"/> Trustee, beneficiary and founder of trust | |

Natural person

Capacity _____

Title _____ Surname _____

First name(s) _____

Date of birth Country of birth _____

Passport number _____

Tax identification number _____ Country of issue _____

Country of residence for tax purposes _____

Nationality _____

Email _____

Mobile _____ Telephone (h) _____

Fax _____ Telephone (w) _____

Residential address

_____ Postal code _____

Postal address (If the same as residential address please tick this box)

_____ Postal code _____

In addition to the information given above, does any controlling persons associated with this investment (e.g. authorised signatory, trustee etc) have a foreign income tax number, tax residency or nationality? Yes No

Legal entity

Capacity _____

Registered name _____

Registration number _____

Trading name _____

Tax identification number _____ Country of issue _____

Country of residence for tax purposes _____

Global Intermediary Identification Number (GIIN) (if the controlling person is a financial institution)

VAT number _____

Email _____

Telephone (w) _____ Fax _____

Registered address (Head office)

_____ Postal code _____

Postal address (If the same as residential address please tick this box)

_____ Postal code _____

* The requirement to collect certain information about each clients' tax arrangements specifically pertaining to the US is required in terms of the Foreign Account Tax Compliance Act (FATCA). As a financial services company, we are required to collect this information.

Annexure C: Withholding tax on interest legal entity declaration

Under section 34 A of the Namibian Income Tax Act, Allan Gray is obliged to pay 10% withholding tax on interest on your behalf. However, certain Namibian companies are exempt from withholding tax on interest.

In the table below, please tick the box relevant to the type of company opening this investment account declaring their exemption status.

Description of Namibian entities	(✓)
The Namibian Government and any other state (Section 16(1)(a) entity)	
Local Authorities (Section 16(1)(b) entities)	
Temporary Building Society	
Pension Fund, Retirement Annuity Fund, Provident Fund or Benefit Funds (Section 16(1)(d))	
Foreign registered Pension Fund, Retirement Annuity Fund, Provident Fund (Section 16(1)(ae))	
Trade union, Chamber of Commerce and Industry, non-proprietary stock exchange (Section 16(1)(d))	
Institutions as described in Section 16(1)(e) of the Income Tax Act (refer to extract from the Act below for more detail)	
Institutions as described in Section 16(1)(f) of the Income Tax Act (refer to extract from the Act below for more detail)	
Amateur Sporting Association (Section 16(1)(g))	
Institution described in Section 16(1)(i), in summarised version institutions where the constitution prohibit the distribution of profits to persons other than members on whose behalf the transaction took place.	
Churches, charitable and educational institutions of public characters (Section 16(1)(j))	
Close corporation	
A body corporate established in term of the Sectional Titles Act	

Section 16(1)(e) the receipts and accruals of-

- (i) any institution, board or body established by or under any law other than a company or co-operative society registered or deemed to be registered in terms of any law which governs, or any repealed law which governed, the incorporation or registration of companies or of co-operative societies, or any foreign organization or institution, and which, in the furtherance of its sole object or one of its principal objects, conducts scientific, technical or industrial research or provides necessary or useful commodities, amenities, or services to the State (including a regional council) or the inhabitants of Namibia in general, or carries on activities (including the rendering of financial assistance by way of loans or otherwise) designed to promote commerce, industry or agriculture or any branch thereof, provided such institution, board or body is by law or under its constitution not permitted to distribute any of its profits or gains to any person and is required to utilize its funds solely for investment or the objects for which it has been established;
- (ii) any Namibian company, all the shares of which are held by any such institution, board or body referred to in subparagraph (i), if the Minister is satisfied that the operations of such company are ancillary or complementary to the objects of such institution, board or body.

Section 16(1)(f) the receipts or accruals of any company, society or other association of persons, or any foreign organization or institution, whether or not registered under any law, but excluding a co-operative society or a cooperative company registered under any law which governs, or any repealed law which governed, the registration of cooperative societies, if-

- (i) the sole or principal object of such company, society or association is as follows, namely-
 - (aa) to conduct or promote scientific, technical or industrial research; or
 - (bb) to provide medical, dental, blood transfusion, hospital or nursing services; or
 - (cc) to engage in or promote nature conservation or animal protection activities; or
 - (dd) to engage in or promote activities which the Minister is satisfied are of a cultural nature; or
 - (ee) to provide social or recreational amenities or facilities for the members of such company, society or association; or
 - (ff) to promote the common interests of persons carrying on any particular kind of business, profession or occupation by means other than the carrying on by such company, society or association of any trading or other profit-making activities, or the participation by such company, society or association in any business, profession or occupation carried on by any of its members, or the provision to any of its members of financial assistance or of any premises or continuous services or facilities required by its members for the purpose of carrying on any business, profession or occupation;
- (ii) the activities of such company, society or association are wholly or mainly directed to the furtherance of its sole or principal object;
- (iii) such company, society or association is under its constitution not permitted to distribute any of its profits or gains to any person and is required to utilize its funds solely for investment or the objects for which it has been established; and
- (iv) under the constitution of such company, society or association it will upon its winding-up or liquidation be obliged to give or transfer its assets remaining after the satisfaction of its liabilities to some other company, society or association with objects similar to those of the aforesaid company, society or association.

Signature of representative _____

Date

D	D	M	M	Y	Y	Y	Y
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Designation of signatory, e.g. company secretary, trustee _____