

# Voluntary Investment Product

## Acting on Behalf of Investor

### A Important Information



#### Make an Informed Decision

- This form should not be used for individuals providing you with a financial service, e.g. advice or intermediary services, as defined in the Financial Advisory and Intermediary Services ("FAIS") Act, No. 37 of 2002. Any person providing you with a financial service must be registered with the Financial Sector Conduct Authority and have a financial services provider ("FSP") number.
- Capitalised terms in this document are defined in the **Terms and Conditions**.
- LifeCycle Investments ("the Administrator") does not offer advice, but we suggest that you consider getting financial advice if you are not familiar with financial markets and products.



#### Product Fees

- The Administrator charges an annual administration fee which is calculated by applying the fee percentages below to the value of the Investor Assets.

Value of Investor Assets	Administration Fee (Excl. VAT)
First R1m	0.35%
Next R2m	0.20%
> R3m	0.10%

- The administration fee is quoted as an annual fee, which is calculated daily as:  $(1/365 \times \text{administration fee} \times \text{value of the Investor Assets at the end of the Business Day})$  and deducted along with the applicable VAT on a monthly basis by selling part of the Investor Assets.



#### Complete the Form

- Please complete all the information on this form to ensure that there is no delay in processing your instruction.



#### Collect Documents

A clear copy of the authorised person's South African ID, or passport if a foreign national  
A document containing the authorised person's residential address (< 3 months old)



#### Submit the Documents

- Please submit this form together with the FICA and supporting documents listed above to: [lifecycle@thecycle.co.za](mailto:lifecycle@thecycle.co.za)



#### Cut-Off Times

- We will only process your instruction once we have received all the required documents.
- Instructions received before 11:00 on a Business Day will be processed on the **same day**.
- Instructions received after 11:00 on a Business Day will be processed on the **next Business Day**.



#### Verification

- The Administrator will verify this form, the FICA and supporting documents.
- We reserve the right to request any additional information prior to processing your instruction.



#### Confirmation

- You will receive confirmation once your instruction has been processed.
- The authorised person will receive login details for your LifeCycle Investments online account.



#### Contact Us

- If you have any queries, please contact us on/at:
- **Email:** [lifecycle@thecycle.co.za](mailto:lifecycle@thecycle.co.za)
- **Website:** <https://thelifecycle.co.za/>

## B Investor Details

### Individual Investors

Account Number:

First Name(s):

Surname:

ID / Passport No:

Citizenship:

Date of Birth:      dd      mm      yyyy

Phone:

Email:

### Legal Entities

Account Number:

Registered Name:

Trading Name:

Registration Number:

Contact Person First Name(s):

Contact Person Surname:

Phone:

Email:

## C Authorised Person Personal Details

Title:                      Specify:

First Name(s):

Surname:

Marital Status:

Date of Birth:      dd      mm      yyyy

Country of Birth:

Citizenship:

ID / Passport No:

☐ Please refer to the Terms and Conditions if you are unsure as to how to answer the question below.

Is the authorised person a domestic prominent influential person or a foreign prominent public official?      Yes      No

If yes, please specify:

## D Authorised Person Contact Details

Home Phone:

Cell Phone:

Work Phone:

Email:

Home Address:

Post Code:

Postal Address:   Same as Home Address      Or:

Post Code:

## E Authority of Authorised Person

### Extent of Authority

Apply this authority to all existing and future investment account(s):      or:

If not, please indicate below which accounts to apply this change to:

### Extent of Access

☐ Please indicate if you would like the authorised person to:

View all your investments online and request information by telephone or email      or:

Submit instructions online and sign instructions on your behalf

☐ Please note that by granting access to view your investments online, the authorised person will be able to view all of your accounts

## F Declaration of Authorised Person

Please sign the declaration below:

- I am not providing a financial service to clients of LifeCycle Investments.
- I am not required to be a licensed FSP and/or a representative of a licensed FSP.
- I confirm that all information provided in this form, whether in my handwriting or not, is correct and that I am responsible for the accuracy of the information provided.
- I consent to the Administrator processing my personal information according to the Terms and Conditions.

Authorised Person Signature:

Date: dd mm yyyy

## G Investor Declaration

- I confirm that all information provided in this form, whether in my handwriting or not, is correct and that I am responsible for the accuracy of the information provided.
- I consent to the Administrator processing my personal information according to the Terms and Conditions.
- I have not received advice from the Administrator regarding this instruction.
- I confirm that the Administrator may accept instructions in the prescribed format by email, or other electronic means.
- I agree that my contractual relationship with the Administrator will be subject to South African law and regulation.
- I undertake to inform the Administrator in writing if the circumstances referred to in the declaration above change.
- I confirm that the Administrator may accept instructions from the authorised person appointed and authorised by me in terms of this form.
- I confirm that LifeCycle Investments may give the authorised person access to my investment accounts as specified on this form.
- It is LifeCycle Investments' right to accept or reject this authorisation request.
- I understand that this authorisation limits my right to privacy.
- I understand that the authorised person will be able to submit instructions on all my investments, by signing and/or submitting instructions on my behalf via the secure section of the LifeCycle Investments website as well as request information by telephone or email from the Administrator.
- I confirm that the person to whom I have granted access to my investment account(s) is not providing a financial service.
- I will inform LifeCycle Investments if I decide to cancel this authorisation.
- I will inform LifeCycle Investments in writing if the details of the authorised person change.
- I understand that the authorised person's use of the secure section of the LifeCycle Investments website is governed by the Terms and Conditions.
- I will not hold LifeCycle Investments responsible for any loss arising from LifeCycle Investments giving the authorised person access as I have specified.
- I will not hold LifeCycle Investments responsible for any claim arising from:
  - The authorised person disclosing their website login details to a third party;
  - The use of the login details by a third party; or
  - Any action or inaction by the authorised person as a result of using the login details.

When you digitally sign this form in the block below you will be asked to save another copy of this form. Please do not sign until you have completed all the required information.

Investor Signature:

Date: dd mm yyyy

## H Additional Information

- LifeCycle Investments Proprietary Limited ("**LifeCycle Investments**" / "**the Administrator**", registration number: 2022/666528/07) is an authorised FSP (number: 52896). LifeCycle Investments is authorised by the Financial Sector Conduct Authority ("**FSCA**") to provide advice, intermediary services, and administrative services. For full details on the sub-categories for which LifeCycle Investments is licensed, please visit: [https://www.fsca.co.za/faqs/search\\_fsp.htm](https://www.fsca.co.za/faqs/search_fsp.htm)
- LifeCycle Investments is located at 13 Moquini Coastal Estate, Danabaai, Mosselbaai, Western Cape, 6510, and can be contacted via our website: <https://thelifecycle.co.za/>, by phone on: 0716289722, by email at: [lifecycle@thecycle.co.za](mailto:lifecycle@thecycle.co.za), or by post at the physical address provided above.
- Your Selected Investment Option(s) will be registered in the name of LifeCycle Nominees (RF) Proprietary Limited ("**LifeCycle Nominees**" / "**the Nominee**", registration number: 2022/666540/07), which is approved by the FSCA as a nominee company to hold client assets. For full details please visit: <https://www.fsca.co.za/MagicScripts/mgrqispi.dll?APPNAME=Web&PRGNAME=Nominees>.