

Voluntary Investment Product

Investment Option Switch Form

A Important Information



Make an Informed Decision

- Please read our **Investment Options Brochure**, the **Minimum Disclosure Document(s)** of the Investment Option(s) that you wish to invest in, and the **Terms and Conditions**, to decide if this investment meets your financial needs.
- 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 your 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: $(1/365 \times \text{administration fee} \times \text{value of your Investor Assets at the end of the Business Day})$ and deducted along with the applicable VAT on a monthly basis by selling part of your Investor Assets.



Complete the Form

- Please complete all the information on this form to ensure that there is no delay in processing your instruction.
- If you are representing the Investor, please complete the "Acting on Behalf of Investor" form.



Collect Documents

If your address has changed, a document containing your residential address (< 3 months old)

If your bank account details have changed, a bank statement or confirmation of banking details from your bank (< 3 months old)

Two signed copies of the Investment Options Brochure

If applicable, a signed "Acting on Behalf of Investor" form with required documents



Submit the Documents

- Please submit this form together with the FICA and supporting documents listed above to: 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.



Contact Us

- If you have any queries, please contact us on/at:
- **Email:** 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 Switch Options

I require the following to be switched:

Existing Lump Sum Only

Debit Order Only

Both

- You must allocate the existing lump sum and/or monthly debit order Contributions into one or more Investment Options.
- Please indicate the Investment Option(s), class, and Rand amount or percentage per Investment Option in the Investment Options Brochure.
- Please tell us if you would like any income distributions from the Selected Investment Option(s) to be reinvested or paid out when received.
- Please attach **two signed copies** of the Investment Options Brochure to this application with one indicating the Investment Option to **switch out of**, and the other indicating the Investment Option to **switch in to**, the selected Investment Option(s).

D 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 from any third party who has been authorised by me in writing.
- I confirm that the Administrator may accept instructions in the prescribed format by email, or other electronic means.
- I have read and understood the relevant Minimum Disclosure Document(s) of my Selected Investment Option(s), and the latest Term and Conditions.
- I agree that my contractual relationship with the Administrator is 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.

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

E 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.
- 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, or by post at the physical address provided in this clause.
- 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>.