



# Offshore Investment Switch

Classic range

**Please note:** A copy of this form must be sent to STANLIB and the financial adviser must also retain a complete copy of the application. In terms of the FAIS Act, the financial services provider that dealt with the client must deliver the original to the CLIENT for safe custody.

Investment number

## Client's details

Title

First name (if individual)

Surname/Name of legal entity

Identity/Registration number  Date of birth  DD -  MM -  CC  YY

Telephone  -  Cellphone  -

E-mail

Address  Postal code

## Important notes

- Whilst we are able to accept facsimile instructions, STANLIB can only finalise the process of switching on receipt of the original documentation at our Head Office. Instructions may be delivered to our regional offices for transmission via inter-office mail.
- Switching instructions will be processed within a maximum of 7 working days. In the case of non-daily priced investments Clients will receive the value at the next available pricing date for that specific day provided the Manager receives instructions from STANLIB before 13:00 on the specific business day. The proceeds of the switch out instruction will be transferred to a switch holding fund and from there into the target funds. No new transactions can be processed while there are prior unpriced transactions.
- The monthly expense run takes place on the 10th of the month. In the event of the 10th being a weekend or public holiday, the expense run will take place on the next business day. The monthly annuity run takes place on the 22nd of the month. In the event of the 22nd being a weekend or public holiday, the annuity run will take place on the preceding business day. Withdrawal and switch requests received during the monthly expense run or monthly annuity run will only be processed once the run has been priced up. This will generally add up to 2 business days to the above service levels.
- Any values previously advised are only a guide to the actual values of the assets being switched.
- This instruction must be signed and dated by the legal owner, including the cessionary if ceded collaterally or a person holding a Power of Attorney or the Client's FSB licensed FSP. STANLIB will only accept an instruction from the Client's FSB licensed FSP (financial adviser), if the Client explicitly authorised STANLIB in the STANLIB FSP Authorisation Form to accept instructions from the Client's FSB licensed FSP. The Client understands that by authorising his/her FSB licensed FSP to sign this instruction on his/her behalf, STANLIB will implement the instruction, whether in written or electronic format, as if it were the Client's own instruction.
- A maximum of eight funds is allowed after completion of the switch.
- The Client confirms that neither STANLIB nor any of its representatives provided him/her with any advice and that he/she has taken particular care to consider on his/her own or with the assistance of his/her authorised FSP (financial adviser) whether the switch is appropriate considering his/her unique objectives, financial situation and particular needs.
- The Client understands that all material facts must be accurately and properly disclosed and the accuracy and completeness of all information provided by or on behalf of the Client, is the Client's own responsibility. The Client understands that no FSP may request the Client to sign any written or printed form or document unless all details required to be inserted thereon by the Client or on behalf of the Client have already been inserted.

## Switch instruction

### How to do your switch

- Select a Switch Option (Percentage or US\$ Switch) by ticking **one** of the boxes but **not both**. If more than one option is selected the switch instruction is incomplete.
- Where a **Percentage Switch** has been requested:
  - A Percentage "Switch From" represents the percentage of holdings in that **fund** and **not** of your entire portfolio.
  - A Percentage "Switch To" must add up to 100%.
- Where a **US\$ Switch** has been requested:
  - A US\$ "Switch From" a fund can never be more than 90% of the fund value.
  - A US\$ "Switch To" must add up to the total value in the "Switch From" column.
- Multiple switches **cannot be** requested on a switch form.
- The switch will only be completed once all the required documentation has been received.

## Switch instruction

### Switch option

Please make the following changes to my investment:

I select to do a (please tick)

Switch option

  


Percentage switch

US\$ switch

Switch from		Switch to	
Fund	A per my selection	Fund	As per my selection
1.		1.	
2.		2.	
3.		3.	
4.		4.	
5.		5.	
6.		6.	
7.		7.	
8.		8.	
			Total

## Future debit orders/Phase-ins

Please tick the appropriate box

**In respect of future debit orders (if applicable)**

Change the mix of collective investments (*unit trusts*) as shown above for this switch

**In respect of future phasing-in (if applicable)**

Change the mix of collective investments (*unit trusts*) as shown above for this switch

Signature(s) of Legal Owner(s)

Date

 -  -   


Date

 -  -   

Please note that in the event of any modification or variation of this standard form STANLIB will regard this form as being invalid and of no force and effect.