



Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trusts. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI".

**IMPORTANT INFORMATION**

1. This form is to be used by existing investors only.
2. Please read the Terms and Conditions that apply to this investment. This is available from your financial adviser, the Client Service Centre or at [www.bcis.co.za](http://www.bcis.co.za).
3. Please fax required documents to the Client Service Centre at (011) 263 6152, or email [instructions@bci-transact.co.za](mailto:instructions@bci-transact.co.za).
4. Please note; the cut-off for instructions is 14:00, Money Market cut-off is 11:30. If received after the cut-off the next business day pricing will apply.

**SECTION 1: INVESTOR DETAILS**

BCI Investor Number / Client Account Number

Title

Surname / Entity Name (e.g company or trust)

Name of Investor / authorised contact person

ID or passport number / Registration number

Telephone (H)

(W)

Fax

Mobile

Email

**SECTION 2: WITHDRAWAL DETAILS**

Do you want to withdraw all available investments in this account?      Yes      No      **Close account?**      Yes

Please note there is a 40 day clearance period on all debit orders. This will pay out once cleared and account is closed.

If no, please complete the section below:

| Portfolio Name          | Account Number | Once-off Disinvestment (R) | Units | Monthly Withdrawal |    | Percentage     |
|-------------------------|----------------|----------------------------|-------|--------------------|----|----------------|
|                         |                |                            |       |                    | or | %              |
|                         |                |                            |       |                    | or | %              |
|                         |                |                            |       |                    | or | %              |
|                         |                |                            |       |                    | or | %              |
|                         |                |                            |       |                    | or | %              |
| TOTAL INVESTMENT AMOUNT |                |                            |       |                    |    | <b>1 0 0 %</b> |

Do you want to cancel the monthly withdrawal?      Yes      No

Do you want to cancel the debit order?      Yes      No

**Regular Withdrawal Payments**

The cut-off for instructions is 14:00, Money Market cut-off is 11:30. If received after the cut-off the next business day pricing will apply.

**Payment Frequency**      Monthly      Quarterly      Biannually      Annually  
**Redemption Date**      1st      15th      25      Start date  /  /

Participatory interests will be redeemed at the price calculated according to the requirements of the Collective Investment Schemes Control Act, 2002, and in line with the terms and conditions of the relevant Deeds and will be paid to the unitholder within 2 business days. Inter-bank rules may apply.

**SECTION 3: INVESTOR BANK ACCOUNT DETAILS (Account to be used for income and withdrawal payment instructions)**

Please keep BCI informed of any changes in your banking details.

Account holder

Bank

Branch name

Branch code

Account number

Account type      Current      Savings      Transmission

All payments are made electronically to the current, transmission or savings bank account of the registered investor only. No payments will be made to credit card or market-linked accounts. No Third Party bank accounts are permitted.

Initial \_\_\_\_\_

## SECTION 4: INVESTOR DECLARATION

- + I/We confirm that all information provided herein is true and correct and that I have read and understood the contents of this form.
- + I/We have read, understood and agree to the Terms and Conditions.

Signature of investor(s) or legal guardian

Date  /  /

## CONTACT DETAILS

+ **Physical Address**

Boutique Collective Investments  
Catnia Building  
Bella Rosa Village  
Bella Rosa Street  
Bellville  
7530

+ **Contact us**

Tel: +27 (0)87 057 0571 | +27 (0)21 914 1880 | Fax: +27 (0)86 502 5319  
Email: [clientservices@bcis.co.za](mailto:clientservices@bcis.co.za) | [compliance@bcis.co.za](mailto:compliance@bcis.co.za) |  
Visit our website: [www.bcis.co.za](http://www.bcis.co.za)

*Should you have any complaints, please send an email to [complaints@bcis.co.za](mailto:complaints@bcis.co.za)*

**ASISA**

AN ORDINARY MEMBER OF THE ASSOCIATION FOR SAVINGS & INVESTMENT SA

+ **Custodian / Trustee**

The Standard Bank of South Africa Limited  
Tel: +27 (0)21 441 4100

Initial \_\_\_\_\_