



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".

### Financial Intelligence Centre Act no 38 of 2001 (FICA)

The Financial Intelligence Centre Act no 38 of 2001 (FICA), which came into effect on 30 June 2003, obliges BCI to request certain mandatory information before entering into a financial transaction with the client.

Details of the information and documentation required from clients are set out below.

### FICA DOCUMENTATION REQUIRED FOR INDIVIDUAL INVESTORS

#### South African natural persons:

- + Certified copy of your green, bar-coded identity document (South African citizens)
  - \* *South African citizens: a passport /driver's licence containing the above information will only be accepted with a written reason for the unavailability of the ID document.*
- + Document (not older than 3 months) showing your residential address

#### Foreign Nationals natural persons:

- + Certified copy of valid passport (foreign national)

#### If you don't have a proof of address in your name but live with your spouse/partner or co-habitant:

- + Utility bill, or any other acceptable proof of residence of spouse/partner or co-habitant
- + Identity document of the spouse/partner or co-habitant
- + Joint address declaration form (available on our website)

#### Deceased Estate:

- + Death Certificate
- + Letter of Executorship/Letter of Authority
- + Certified copy of identity documents for persons acting on behalf of the estate
- + Utility bill (not older than 3 months) of each person acting on behalf of the estate
- + Proof of estate late bank account

#### The investment is in the name of a minor:

- + Utility bill or other acceptable proof of residence in the name of parent or legal guardian
- + Identity document of a parent or legal guardian
- + Birth certificate of the minor
- + If the investment is funded by a third party other than the parent or legal guardian please provide utility bill and ID of third party

#### Legal Incapacity:

- + Power of Attorney, mandate, resolution duly executed by authorised signatories
- + Certified copy of identity documents for persons acting on behalf another
- + Utility bill or other acceptable proof of residence in the name of the person acting on behalf of another

#### One of the following documents reflecting name and physical residential address is required for proof of address:

- + Not older than 3 months:
  - Utility bill / rates and taxes.
  - Telkom statement that has been posted to the investor's residential address.
  - Copy of a cell phone contract statement.
  - Bank statement that has been posted to the investor's residential address.
  - Copy of mortgage statement.
  - Copy of MNET or DSTV account.
  - Copy of levy certificate issued by the body corporate, home owners association or managing agent for properties in sectional title, cluster or share block developments.
  - Statement of account issued by a retail store that reflects the residential address of the person.
  - A copy of a confirmation of residence from a Retirement village / Retirement home on their letterhead.
- + Not older than 12 months:
  - Copy of SABC licence or SABC licence card.
  - Copy of motor vehicle licence.
  - Copy of long or short term insurance policy.
  - Copy of SARS document (excluding E-filing documents).
  - Copy of lease or rental agreement.
  - Copy of court order.