

## IP Collective Investments Redemption Form

To enable IP Management Company (RF) Pty Ltd (IP) to process this redemption form, please ensure that all sections are completed in full using **BLOCK LETTERS**. No instruction will be processed unless all requirements have been met.

- Please fax this redemption form and supporting documents to (086) 557 4848 or email to [clientservices@ipmc.co.za](mailto:clientservices@ipmc.co.za)
- Completed redemption forms and supporting documents received by IP before 14h30 will be actioned at that day's price. Indicate all options selected by means of a cross (X)
- No third party payments will be made.
- No cheque payments will be made.

### Investor details (applicable to all investors)

Title: \_\_\_\_\_ Initials: \_\_\_\_\_ Surname: \_\_\_\_\_

First name(s) of investor/authorized contact person: \_\_\_\_\_

Postal address (residential / place of business): \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone number (home): ( ) \_\_\_\_\_ Telephone number (work): ( ) \_\_\_\_\_

Fax number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Client Number (eg 20000-XX-XX): \_\_\_\_\_ Cellphone number: \_\_\_\_\_

### Redemption Request Details

This instruction relates to my existing investment in

Fund name:	<input type="checkbox"/> All units	<input type="checkbox"/> Unit trust or <input type="checkbox"/> Tax free	Amount	Number of units	Cancel Debit order:	
Financial Fitness Balanced IP Fund of Funds	<input type="checkbox"/> or		R _____ or	<input type="checkbox"/>	YES	NO
Financial Fitness Flexible IP Fund of Funds	<input type="checkbox"/> or		R _____ or	<input type="checkbox"/>	YES	NO
Financial Fitness Stable IP Fund of Funds	<input type="checkbox"/> or		R _____ or	<input type="checkbox"/>	YES	NO
<b>Total Redemption</b>			R _____	<input type="checkbox"/>		

### Payment Instruction

- Please note:**
- 1) Repurchases will be paid into your bank account details which we have on record.
  - 2) Please advise if your bank details have changed. A cancelled cheque or relevant bank statement less than 3 months old must accompany this redemption form as confirmation of change of banking details. No instruction will be actioned until IP has received such proof.
  - 3) Payments will only be made to the bank account in the name of the registered investor.
  - 4) We are unable to facilitate payment to credit cards, market-linked accounts, home loan and investment accounts
  - 5) All payments are instructed electronically. No payments will be made by cheque.
  - 6) Payment will usually be made into investor's bank account 2 business days after transaction has been processed.

Bank: \_\_\_\_\_ Branch name: \_\_\_\_\_

Account number: \_\_\_\_\_ Branch code: \_\_\_\_\_

Type of account (tick relevant box):  Current  Savings  Other

Name of account holder: \_\_\_\_\_ Date: \_\_\_\_\_

## Agreement with Investor

1. All IP collective investment portfolios are valued and priced using forward pricing at 15h00 each business day with the exception of quarter end when valuation is at 17h00. Fund of Funds are valued at 20h00.
2. Collective investment prices are calculated on a net asset value basis by determining the total market value of all assets in the collective investment portfolio scheme, including any income accruals, less any permissible deductions from the portfolio namely: brokerage fees, marketable securities tax, Value Added Tax, auditors' fees, bank charges, trustee and custodian fees, and the service charges of the manager.
3. Units will be repurchased by the manager at the ruling price calculated in accordance with the requirements of the Act and the relevant deeds and paid to the investor only. Subject to occurrences beyond the control of IP, transaction requests received by IP before 14h30 will be actioned at that day's price. Monies from the repurchase of units will not be paid to third party bank accounts.
4. Fluctuations or movements in exchange rates may cause the value of underlying international investments to go up or down.
5. IP reserves the right to repurchase unit balances with a market value less than the minimum monthly investment amount and close the investment account. Investors will be notified beforehand should this be contemplated.
6. The clearance period on investments made by debit order is 30 (thirty) days.
7. In the event that this redemption form is faxed to IP, the responsibility of ensuring that the instruction has been received and actioned by IP will lie with the instructor. A fax confirmation in the hands of the sender will not be regarded as proof that IP received a specific document. IP does not accept any liability and responsibility for having acted on a faxed document that on the face of it appears valid and the investor consequently bears the risk of fraud and/or forgery.
8. IP reserves the right to only process instructions that are submitted on IP standard transaction forms.
9. IP reserves the right to withhold processing of any unclear, incomplete or ambiguous requests forwarded by the investor / financial advisor. IP will not be liable for any damages or losses of whatsoever nature arising out of IP's failure to action this instruction due to occurrences beyond the control of IP. IP will not be liable for any loss incurred due to incorrect information being supplied by the investor or his/her financial advisor. This includes, but is not limited to, IP being unable to identify a deposit or transfer made to the respective IP bank account, for any reason whatsoever. Copies of all verification documentation requested must accompany this redemption form. IP will not be obliged to process this redemption form until it has received the verification documentation and IP will not be liable for any loss or damage of whatsoever nature arising from the inability of IP to process this redemption form due to the fact that the requirements of the Financial Intelligence Centre Act, 38 of 2001 ("FICA") have not been complied with. The investor indemnifies and holds IP harmless against any loss or damage which the investor may suffer as a result of any commission or omission by IP which is a result of an obligation imposed on IP by FICA.
10. If you are acting as a third party, proof of appointment (power of attorney, letter of executorship, guardian, discretionary mandate, etc) must be provided with this redemption form.
11. IP reserves the right to restrict subsequent investment into a fund should the transacting behaviour of an investor be deemed to be to the detriment of the fund. This determination will be at the sole discretion of the Manager.
12. IP will only process investments on receipt of funds into the appropriate bank account, proof of deposit, and all relevant documentation.
13. If the investment is cancelled after funds were deposited into our bank account, but before all relevant documentation (as required in terms of the Financial Intelligence Centre Act No. 38 of 2001) was submitted, IP shall be entitled to receive any such outstanding documentation prior to processing a refund.
14. Investments will only be processed on receipt of monies and all documentation. No interest shall accrue to monies awaiting allocation or payment provided IPMC adheres to the timeline stipulated in the Act, the Deed and the application form / agreement with the investor. Transactions which are delayed will be managed in accordance with ASISA standards and our Treating Customers Fairly policy.

## Declaration by Investor

I/We understand and/or warrant that:

- I/we warrant that I have the power and authority and am legally competent to enter into and conclude this transaction with the necessary assistance where such assistance is a legal requirement
- the information contained in this redemption form is true and correct. IP shall have the right to make any enquiries from any source to verify the information disclosed in this redemption form;
- where this application form is signed in a representative capacity I/we have the necessary authority to sign;
- I/We indemnify and hold IP harmless against any claim of whatsoever nature, which I/we may have resulting from conducting business by telephone, facsimile, email, website or any other electronic means. I/We hereby consent to IP taking any security precautions it may deem necessary to proceed with my/our redemption.
- I/We confirm acceptance of all disclosures and terms & conditions as set out in <http://www.ipmc.co.za/terms-and-conditions>, and as updated from time to time on said website.

Signature of investor: \_\_\_\_\_  
(must correspond with application form)

Date: \_\_\_\_\_

Authorised signature: \_\_\_\_\_  
(if different to investor and warrant to have power of authority to act on investor's behalf)

Date: \_\_\_\_\_

Full name of authorised signatory: \_\_\_\_\_

Capacity of authorised signatory: \_\_\_\_\_

## Offices

**Name:** IP Management Company (RF) Pty Ltd  
**Physical address:** 1st Floor Mariendahl House  
Newlands-on-Main  
Newlands  
7700  
**Postal address:** PO Box 23271  
Claremont  
7735  
**Telephone number:** (021) 673 1340  
**Fax number:** 086 557 4848  
**E-mail address:** [clientservices@ipmc.co.za](mailto:clientservices@ipmc.co.za)

**Name:** Financial Fitness Services (Pty) Ltd  
**Physical address:** 21 Stuart Avenue  
Morningside Manor  
2052  
**Postal address:** PO Box 1881  
Gallo Manor  
2052  
**Telephone number:** (011) 802 0888  
**Fax number:** (011) 802 0880  
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