

This document serves to provide a detailed explanation of the usage for each application/transaction form.

FORM	USAGE
1. New Individual Investors Form Unit Trust Application Form Individual Investors: Standard Investment Product	To be completed by Natural Persons (including minors) who would like to open a new Standard Investment Product.
2. New Entity Investor Form Unit Trust Application Form Entity Investors: Standard Investment Product	To be completed by Entities , e.g. Companies; Trusts; Pension Funds; Non-Governmental Organisations; Non-Profit Organisations; Associations and Clubs who would like to open a new Standard Investment Product.
3. Individual Investor (New or Existing) TFSA Form Unit Trust Application Form Individual Investors: Tax Free Savings Account	To be completed by Natural Persons (including minors) who would like to open a new Tax-Free Savings Account .
4. Additional Investment Form - Existing Investors Top Up Investment Unit Trust Additional Investment Form: Top Up Investment Existing Investors: Standard Investment Product & Tax-Free Savings Accounts	To be completed by investors who already have an account and would like to add additional monies to the existing fund(s) in their investment.
5. Investment Form - Existing Investors New Fund Unit Trust Investment Form: First Time Investment Into a Fund Existing Investors: Standard Investment Product	To be completed by investors who already have an account and would like to add a new fund to their investment. This form is not to be used to open a Tax-Free Savings Account.
6. Redemption Form Unit Trust Redemption Form All Investors: Standard Investment Product & Tax-Free Savings Accounts	To be completed by investors to redeem/sell units from their Standard Investment Product or Tax-Free Savings Accounts.
7. Switch Form Unit Trust Switch Form All Investors: Standard Investment Product & Tax-Free Savings Accounts	To be completed by investors to switch units between funds in their existing Standard Investment Product or Tax-Free Savings Accounts.