



## IMPORTANT

- Familiarise yourself with the MTNZF Master Definition Schedules, Prospectus and MOI.
- The abovementioned documents can be found on the MTNZF website <https://mtnzakhelefuthi.nedsecure.co.za/> or Call centre on 010 476 2012.
- Accept I-Ex and MTNZF Facilitated Trading Process Verification Terms and Conditions as well as the Singular Client Mandate Agreement.
- Please complete the relevant sections and return the form, with the required documentation as indicated on the checklist.
- Once the form has been submitted, Singular Systems will verify the changes via SMS and email. For this reason, only investor details should be supplied in this form.
- *Fields marked with \* are **not** compulsory.*
- The entity may appoint up to three Authorised Representatives.
- **Complete Entity Details and the relevant sections where details are changing.**

Scan here to send us a WhatsApp.



Complete information that has changed and provide supporting documents for the changes. Ensure that the information provided to Singular Systems is correct. You hereby indemnify Singular Systems against any loss or claims as a result of incorrect information provided. You also acknowledge that your information may be sent to a 3<sup>rd</sup> party for verification purposes in terms of the Financial Intelligence Centre Act.

## SECTION A: COMPANY DETAILS

Company Name	
Registration Number	
Tax Number	
Physical Address	
Country	
Postal Code	
Postal Address	
Country	
Postal Code	

## B-BBEE DETAILS (required for verification and reporting purposes for participation in B-BBEE share schemes)

Black ownership	%	Black female ownership	%
Has the entity relied on the flow-through principle (as such term is contemplated in the BEE Codes) in establishing BEE status?			YES <input type="checkbox"/> NO <input type="checkbox"/>

## NOMINATED BANK ACCOUNT DETAILS (the bank account in which dividends and trade proceeds will be paid into)

Bank	
Account Holder	
Account Number	<input type="checkbox"/> Cheque <input type="checkbox"/> Transmission <input type="checkbox"/> Savings

## SELECT ONE OF THE FOLLOWING TRADING OPTIONS

### The facilitated Trading Process

This is where you use the appointed Trading Entity and the Custody Entity to provide trading and custody services in relation to your MTNZF Shares.

### The Independent Trading Process

This is where you use your own broker or agent to hold and trade your MTNZF Shares. This option is not subsidised by MTNZF.

**FATCA AND CRS ENTITY CERTIFICATION**

FATCA is a United States (US) tax regulation aimed at combating tax evasion of US persons. The objective of FATCA requires non-US financial institutions (foreign financial institutions (FFI's) to identify and report all their US account holders as well as entities under US control and to provide the American Internal Revenue Service (IRS) with information on their assets and income. Singular is required to obtain and share information concerning your taxation status with tax authorities. FATCA requires reporting of client information directly to the IRS or via an inter-governmental agreement (IGA). The South African Government has entered into an IGA with the USA and as such we are required to obtain information on US citizens in accordance with IGA from 1 July 2014 and report such information to the South African Revenue Services.

Is the entity a tax resident of South Africa and not resident of any other country? YES  NO

Does the entity have any tax liabilities in other countries? YES  NO

If you have ticked yes to the second question please indicate all countries in which you are resident for tax purpose and the foreign tax identification number (TIN):

Country	Tax Identification Number

**SOURCE OF FUNDS**

As part of Singular Financial services (Singular) due diligence and risk mitigation procedure, some investors may be required on specific request to provide proof of source of funds when making deposits into the EESE bank account. Singular will contact investors directly should proof of source of funds be required. Singular reserves the right to suspend an investor's trading account until the proof of source of funds is supplied and approved.

**Confirm Source of Funds.**

Dividends  Business Proceeds  Pension  Inheritance  Self employed   
 Savings  Loans  Winnings  Gift/donation  Other  \_\_\_\_\_

**SECTION B: AUTHORISED REPRESENTATIVE**

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Rev <input type="checkbox"/> Adv <input type="checkbox"/> Judge <input type="checkbox"/> Prof <input type="checkbox"/> Other <input type="checkbox"/>
Names & Surname	
Identity Number	
Cell Phone Number	
Cell phone number belongs to	<input type="checkbox"/> Myself <input type="checkbox"/> Someone else
Alternative number*	
Email Address*	
Email address belongs to	<input type="checkbox"/> Myself <input type="checkbox"/> Someone else
Residential Address	
Country	
Postal Code	
Postal Address	
Postal Code	

**DECLARATION OF POLITICAL/PROMINENT INFLUENTIAL PERSON (Authorised Person)**

Are you currently acting (for a period exceeding 6 months) or have you acted in any of the following positions during the preceding 12 months, locally or in a foreign country\* YES   
NO

- Any national, provincial, or municipal governmental function or as a leader of a registered political party.
- A member of a royal or senior traditional leader.
- The chairperson of the controlling body, the chief executive officer, a natural person who is the accounting authority or chief financial officer or chief investment officer of a public entity listed in Schedule 2 or 3 to the Public Finance Management Act, 1999 or of a municipal entity as defined in section 1 of the Local Government: Municipal Systems Act, 2000.
- A judicial officer.
- An Ambassador, High Commissioner, or other senior representative of a foreign government based in South Africa.
- A high-ranking member of the military.
- A senior executive of a state-owned corporation.
- A position in a privately-owned company that provides goods and services to an organ of state i.e. as chairperson of the board of directors or audit committee; or as executive officer or chief financial officer.
- A senior position held at an international organisation based in South Africa.

**FATCA AND CRS SELF-CERTIFICATION (Authorised Person)**

FATCA is a United States (US) tax regulation aimed at combating tax evasion of US persons. The objective of FATCA requires non-US financial institutions (foreign financial institutions (FFI's) to identify and report all their US account holders as well as entities under US control and to provide the American Internal Revenue Service (IRS) with information on their assets and income.

Singular is required to obtain and share information concerning your taxation status with tax authorities. FATCA requires reporting of client information directly to the IRS or via an inter-governmental agreement (IGA). The South African Government has entered into an IGA with the USA and as such we are required to obtain information on US citizens in accordance with IGA from 1 July 2014 and report such information to the South African Revenue Services.

Are you a tax resident of South Africa and not resident of any other country?

YES  NO

Do you have any tax liabilities in other countries?

YES  NO

If you have ticked yes to the second question please indicate all countries in which you are resident for tax purpose and the foreign tax identification number (TIN):

Country	Tax Identification Number

By signing this form, we hereby confirm, acknowledge and warrant to MTNZF that:

- We have read and understood the Master Definitions Schedule.
- We, the entity identified as the Investor in this Form, hereby represented by the undersigned Authorised Representative, have full legal capacity and are duly authorised to apply to become an Eligible MTNZF Shareholder.
- We are a Black Company as defined in the Definitions Schedule and that all of the information provided by us in this Form (including all Supporting Documents) is true and correct in all respects.
- The information provided and statements made by us is true and complete and MTNZF may rely on it in making its decision to accept this Form. We further warrant that, if we have submitted a Valid BEE Ownership Certificate as one of our Supporting Documents, our ownership structure has not changed after obtaining that Valid BEE Ownership Certificate and the information recorded therein remains true and correct in all material respects.
- If we have previously submitted a Form, the information provided by us in this Form replaces and supersedes that prior form, from the date we sign this Form.
- We have been informed that various restrictions are imposed upon the Disposal and/or Encumbrance of the MTNZF Shares as set out in the Relationship Agreement and summarised in paragraph 12 of Section 2 of the Prospectus.
- We undertake to MTNZF and MTN that, if MTNZF Shares are transferred to us, we will comply with the terms of the MTNZF MOI including all the restrictions contained in the MTNZF MOI, and we confirm and agree in favour of MTNZF and MTN that we will be bound by the provisions of the Relationship Agreement. We understand that if we contravene these restrictions and/or breach the terms of the Relationship Agreement we may have action taken against us which may result in us losing any benefit which we would otherwise have had in our investment in MTNZF.
- MTNZF is entitled to verify our details and that we are obliged to assist in such verification promptly, when requested to do so.
- We have read the Relationship Agreement and agree and undertake that, with immediate effect from the date of acquisition of any MTNZF Shares and/or beneficial interests in any MTNZF Shares, will be bound by all of the provisions of the Relationship Agreement and the MTNZF MOI and all the terms thereof will be enforceable against us by the relevant parties to the Relationship Agreement as from the date of such acquisition.
- We have read and understood the Privacy Policy available on the MTNZF Website which sets out how MTNZF may use our Personal Information (as defined in the Privacy Policy), and which may be updated from time to time.

\_\_\_\_\_  
Name and Surname of Authorised Person

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SECTION C: PRINCIPAL MANAGER OR LEGAL PERSON WITH 25% OR MORE VOTING RIGHTS**

Party to	(entity name)
Full name and surname / Entity name	
Identity number/ Registration number	
Entity	Individual <input type="checkbox"/> Trust <input type="checkbox"/> Close Corporation <input type="checkbox"/> Company <input type="checkbox"/>
Capacity	
Voting Right	%
Cell phone number	
*Email Address	
Physical Address	
Country	
Postal Code	

**B-BBEE DETAILS** (applicable to legal persons with voting rights)

Race	<input type="checkbox"/> African	<input type="checkbox"/> Asian	<input type="checkbox"/> Indian	<input type="checkbox"/> Coloured	<input type="checkbox"/> White
Are you a South African citizen by birth or descent?	<input type="checkbox"/> YES	<input type="checkbox"/> NO			
Were you naturalised before 27 April 1994?	<input type="checkbox"/> YES	<input type="checkbox"/> NO			
Do you hold a south African identification document but you are not a South African citizen?	<input type="checkbox"/> YES	<input type="checkbox"/> NO			

**ENTITY WITH VOTING RIGHTS** (applicable to entities with voting rights)

Black ownership	%	Black female ownership	%
Has the entity relied on the flow-through principle (as such term is contemplated in the BEE Codes) in establishing BEE status?			YES <input type="checkbox"/> NO <input type="checkbox"/>

**DECLARATION OF POLITICAL/PROMINENT INFLUENTIAL PERSON** (applicable to legal persons with voting rights)

Are you currently acting (for a period exceeding 6 months) or have you acted in any of the following positions during the preceding 12 months, locally or in a foreign country\* YES   
NO

- Any national, provincial, or municipal governmental function or as a leader of a registered political party.
- A member of a royal or senior traditional leader.
- The chairperson of the controlling body, the chief executive officer, a natural person who is the accounting authority or chief financial officer or chief investment officer of a public entity listed in Schedule 2 or 3 to the Public Finance Management Act, 1999 or of a municipal entity as defined in section 1 of the Local Government: Municipal Systems Act, 2000.
- A judicial officer.
- An Ambassador, High Commissioner, or other senior representative of a foreign government based in South Africa.
- A high-ranking member of the military.
- A senior executive of a state-owned corporation.
- A position in a privately-owned company that provides goods and services to an organ of state i.e. as chairperson of the board of directors or audit committee; or as executive officer or chief financial officer.
- A senior position held at an international organisation based in South Africa.

Name and Surname	Signature	Date
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**CHECKLIST:**

- Please submit all of the required supporting documents. There may be additional documentation requirements not specified below.
- Please note that documents requiring certification must be certified by SAPS or an independent commissioner of oaths and must include the commissioner’s details and date. Documents consisting of more than one page require certification on the first and last page.
- Original documents may be presented in person at the Walk-in centre: Singular Systems, 25 Scott Street, Waverley, 2090.
- Indicate documents submitted with an “X” in the relevant column as indicated.

**COMPANY**

**X**

<b>CM1 and CM2 / CoR14.3 and CoR15.3</b>	<ul style="list-style-type: none"> <li>▪ Certification of Incorporation (CM1) and Memorandum of Incorporation (CM2), and any other forms amending company information, if applicable (e.g., Certificate of Change of Name of Company (CM9)).</li> <li><b>OR</b></li> <li>▪ Registration Certificate (CoR14.3) and Memorandum of Incorporation (CoR15.3) and any other forms amending company information, if applicable (e.g., Amendment of Memorandum of Incorporation (CoR15.2)).</li> </ul>	
<b>CM22 / CoR21</b>	<ul style="list-style-type: none"> <li>▪ Notice of Registered Office and Postal Address (CM22).</li> <li><b>OR</b></li> <li>▪ Notice of Change of Registered Address (CoR21), if applicable.</li> </ul>	
<b>Voting rights</b>	<ul style="list-style-type: none"> <li>▪ Letter on appropriate letterhead from the company accountant/auditor/company secretary listing all shareholders who hold 25% or more of the voting rights at an AGM of the company.</li> </ul>	
<b>Proof of physical address</b>	<ul style="list-style-type: none"> <li>▪ Utility bill, lease or rental agreement, bank statement, telephone account or any other third-party document from a credible source.</li> <li>▪ Must reflect at least business or trading name and physical address (or Erf number).</li> <li>▪ Must not be older than 3 months.</li> </ul>	
<b>Bank account details</b>	<ul style="list-style-type: none"> <li>▪ Bank statement or letter on bank letterhead.</li> <li>▪ Must reflect business or trading name and bank account number.</li> <li>▪ Must not be older than 3 months.</li> </ul>	
<b>BEE Ownership Certificate</b>	<ul style="list-style-type: none"> <li>▪ BEE Ownership Certificate issued within in the last 12 months by a SANAS accredited verification agency which reflects ownership as calculated using a flow-through principle: <ul style="list-style-type: none"> <li>○ % exercisable voting rights of Black People (compulsory);</li> <li>○ % economic interest of Black People (compulsory).</li> </ul> </li> <li>▪ For a business with a turnover of less than R50 million, an affidavit for a B-BBEE Qualifying Small Enterprise made by a duly authorised representative of the company within the last 12 months.</li> </ul>	
<b>Proof of income tax number</b>	<ul style="list-style-type: none"> <li>▪ Document issued by SARS confirming income tax number.</li> <li>▪ Must not be older than 12 months.</li> </ul>	
<b>Dividend tax</b>	<ul style="list-style-type: none"> <li>▪ Dividends Withholding Tax Exemption form (if applicable).</li> </ul>	

**PRINCIPAL MANAGER AND LEGAL PERSONS HOLDING 25% OR MORE VOTING RIGHTS**

**X**

<b>Natural Person Identity document</b>	<ul style="list-style-type: none"> <li>▪ Certified green bar-coded South African identity book, smart identity card (copy of both sides) or valid South African Passport reflecting the applicant’s SA identity number.</li> <li>▪ Must reflect a clear picture, which is a reasonable likeness of the person.</li> <li>▪ Document must be certified by an independent commissioner of oaths within the last 6 months.</li> </ul>	
<b>Trust</b>	<ul style="list-style-type: none"> <li>▪ Trust deed and Letter(s) of Authority issued by the Master of the High Court to each trustee.</li> </ul>	
<b>Close Corporation</b>	<ul style="list-style-type: none"> <li>▪ Founding Statement and Certificate of Incorporation (CK1) or Amended Founding Statement (CK2) and Amended Founding Statement in respect of Accounting Officer and Addresses (CK2A), if applicable.</li> </ul>	
<b>Company</b>	<ul style="list-style-type: none"> <li>▪ Certification of Incorporation (CM1) and Memorandum of Incorporation (CM2), and any other forms amending company information, if applicable (e.g., Certificate of Change of Name of Company (CM9)).</li> <li><b>OR</b></li> <li>▪ Registration Certificate (CoR14.3) and Memorandum of Incorporation (CoR15.3) and any other forms amending company information, if applicable (e.g., Amendment of Memorandum of Incorporation (CoR15.2)).</li> </ul>	

**AUTHORISED REPRESENTATIVE (S)**

**X**

<b>Identity document</b>	<ul style="list-style-type: none"> <li>▪ Certified green bar-coded South African identity book, smart identity card (copy of both sides) or valid South African Passport reflecting the applicant’s SA identity number.</li> <li>▪ Must reflect a clear picture, which is a reasonable likeness of the person.</li> <li>▪ Document must be certified by an independent commissioner of oaths within the last 6 months.</li> </ul>	
<b>Proof of authority</b>	<ul style="list-style-type: none"> <li>▪ A valid board resolution giving authorisation for the representative to sign documentation and give instructions on behalf of the company.</li> </ul>	

Please note that the above requirements are in compliance with The Financial Intelligence Centre Act No. 38 of 2001, as amended (FIC Act) which requires all accountable institutions to verify the details of any legal person (juristic or natural) prior to transacting with them. Therefore, the submission of documents that do not meet the exact criteria specified above will result in a delay in verification. Documents received for the purpose of identification and verification of any legal person, are retained for a period of five years from the date that a single transaction was entered into or the business relationship was terminated.

Documents received for the purpose of identification and verification of any legal person, are retained for a period of five years from the date that a single transaction was entered into or the business relationship was terminated.

Complaints Process: In the event that you are dissatisfied with any aspect of our service, you may contact our offices at 25 Scott Street, Waverley, 2090 or log a written complaint to [customer care@singular.co.za](mailto:customer care@singular.co.za).

If you cannot settle your complaint with us, you are entitled to refer it to the FAIS Ombud. The Ombud has been created to provide you with a redress mechanism for any inappropriate financial advice that may have been given to you.

Contact details of the Ombud Telephone: +27 12 762 5000 / +27 12 470 9080 Facsimile: +27 86 764 1422 / +27 12 348 3447

E-mail Address: [info@faisombud.co.za](mailto:info@faisombud.co.za) Website: [www.faisombud.co.za](http://www.faisombud.co.za)

Physical Address: Sussex Office Park, Ground Floor, Block B, 473 Lynnwood Road Cnr Lynnwood Road & Sussex Ave, Lynnwood, 0081 Postal Address: PO Box 74571, Lynnwood Ridge 0040