

Useful information about your Debit Order Form



When to use this form

- Creating a new debit order on an existing investment
- Amending an existing debit order
- Cancelling a debit order

Contact details

Email: admin@ppsinvestments.co.za.

Tel: 0860 468 777 (0860 INV PPS).

Fax: 021 680 3680.

Website: www.pps.co.za/invest

Cut off and time lines

- All complete and valid instructions received **before 14:00** on a business day will be processed on the **same day**.
- All complete and valid instructions received **after 14:00** will be processed on the **next business day**.
- Any errors are to be reported within **fourteen (14) days** of amendment confirmation being received.
- Please note that we are unable to facilitate debit orders from credit cards or market-linked accounts.

Useful information

Please refer to our website www.ppsinvestments.co.za for:

- Product brochures and key benefits.
- Fund fact sheets (Minimum Disclosure Documents) for each of the available Investment Option(s).
- Financial Intelligence Centre Act (FICA) requirements.
- The Effective Annual Cost measure (EAC) is an industry-wide disclosure standard. It can be used by investors and financial advisers to compare charges on most retail investment products, and their impact on investment returns, so that investors are placed in a better position to make informed decisions around investment choices. The EAC is an industry measure of the charges that an investor will likely incur in purchasing and holding a financial product, and does not attempt to measure the features of a financial product.
- The latest [Product Terms, Conditions and Declarations](#).
- You can manage your investment, view balances, transact and download tax certificates on the PPS Investments Secure Online Services website (www.ppsisecure.co.za) or the PPS for Professionals mobile app for IOS or Android.

Regulation 28 Compliance and Retirement Annuities

Regulation 28 of the Pension Funds Act, effective 1 April 2011, stipulates the maximum exposure that retirement fund savings may have to various asset classes. Investments which commenced prior to the effective date, and have had no transactions since, do not have to comply with the asset class and foreign exposure limits prescribed and enjoy a status known as a 'grandfather' status.

Consider getting financial advice

PPS Investments does not provide financial advice. However, we believe in the merits of good financial advice. If you are not comfortable making your own investment decisions, consider using the services of an accredited financial adviser.

Investment Option ranges

- PPS Investments has two Investment Option (fund) ranges; Original and Select. The fund classes (fees) and administration fees differ for each.
- It is essential that you select Investment Option(s) from the correct range when completing this form.
- Please refer to the relevant Investment Option Schedule on the PPS Investments Secure Online Services portal for more information.
- It is not possible to mix funds from the Original and Select ranges in the same investment.
- You can move from the Original to the Select range but not from the Select range to Original range.

Tax Free Investment Account

The Investment Option(s) for the PPS Tax Free Investment Account (TFIA) are restricted by legislation. No funds that charge performance fees can be offered. Please refer to the specific TFIA Investment Option Schedule for the full list of available funds.

DEBIT ORDER FORM



Please apply this debit order instruction to investment number (starts with POL or INV)

A CONTACT PERSON FOR OUTSTANDING REQUIREMENTS

Name and surname

Telephone number

Email

Capacity

B PERSONAL DETAILS OF INVESTOR

Title First name and surname

First name, surname and designation of contact person of entity

Identity or passport number / Registration number of entity

Email address (compulsory)

Occupation (natural person)/Industry (Legal entity) - required if creating a new debit order on an existing investment

C DEBIT ORDER AMENDMENTS

The following amendments to your retirement annuity investment will result in you losing your regulation 28 'grandfathered' status:

- Cancel an existing debit order and reinstate it
- Initiate a new debit order
- Amend your existing debit order amount (including the percentage escalation)

Create a new debit order

Amend existing debit order (tick the applicable fields)

Effective month for implementation

Amount (min R500) R Maximum monthly debit order contribution of R3,000 for the Tax Free Investment Account.

Collection Date 1st 7th 15th 28th

If not specified, the debit order will be collected monthly on the 1st day of the month, with no escalation. If the debit order cut-off for your specific collection date is missed, the debit order will commence on the same day of the following month.

Frequency Monthly Quarterly Half-yearly Yearly

Annual Increase 5% 10% 15% %

Payment Holiday From To (Inclusive)

A payment holiday is a temporary suspension of payment in the event of financial difficulty. It is allowed for a maximum of three 3 months, including starting month.

Cancel debit order

H FINANCIAL ADVISER DETAIL AND DECLARATION

Financial adviser name

Financial adviser institution

Financial adviser code

FSP number

To ensure fair outcomes for investors, we (as the product supplier) are required to ensure appropriate sharing of responsibility between ourselves and you (the financial adviser). As such, we request that you provide the following assurance to us:

- I confirm that I have concluded the analysis necessary to provide appropriate advice (which is both suitable for the investor and takes into account their circumstances) with respect to the product suppliers products considered and selected.
- I declare that I am a licensed Financial Services Provider and have made the disclosures required in terms of the Collective Investment Schemes Control Act, No. 45 of 2002; the Financial Advisory and Intermediary Services Act, No. 37 of 2002; and all subordinate legislation to the investor.
- I confirm that I have met directly with the client or the person acting on behalf of the client recorded in this application, and confirm that he/she bears a likeness to the photograph on his/her identity document; and
- I have verified his/her identity with original acceptable documentation, copies of which are attached.
- I warrant that I have explained all fees to the investor, including but not limited to the Effective Annual Cost (EAC), that relate to this investment and I understand and accept that the investor may withdraw his / her authority for payment of advice fees in writing to PPS Investments.

Signature of financial adviser

Date

Contact us

PPS Investments (Pty) Ltd, PPS Multi-Managers (Pty) Ltd, PPS Investment Administrators (Pty) Ltd and PPS Insurance Company Ltd are licensed financial services providers. Coronation Life Assurance Company Limited is registered in terms of the Long Term Insurance Act 53 of 1998 to carry on long term insurance business. PPS Management Company (Pty) Ltd (RF) is a licensed collective investment scheme manager. PPS Nominees (Pty) Ltd is an independent nominee company approved by the Financial Sector Conduct Authority.

PPS House, Boundary Terraces, 1 Mariendahl Lane, Newlands, 7700
Website: www.ppsinvestments.co.za Email: clientservices@ppsinvestments.co.za