Useful information about your Retirement Funds Withdrawal Form

PPS FOR PROFESSIONALS SINCE 1941 | INVESTMENTS

When to use this form

- This form is to be used for withdrawals from your PPS/OPN Preservation Pension Fund, PPS/OPN Preservation Provident Fund, PPS Retirement Annuity, OPN Personal Pension, PPS Personal Pension Retirement Annuity Fund.
- Should you wish to retire from one of the above funds, please contact our Client Service Centre to obtain a Retirement Option Form and the Benefits Counselling Brochure
- Note that withdrawal and retirement (after age 55) are quite different in their tax treatment. Ensure you are aware of the tax impacts prior to submitting your instruction.

Contact details

Email: admin@ppsinvestments.co.za
Tel: 0860 468 777 (0860 INV PPS)
Fax: 021 680 3680
Website: www.ppsinvestments.co.za

Cut off and timelines

- 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**.
- Withdrawals with tax will be processed and finalised within a maximum of **seven (7) business days** and withdrawals without tax within **five (5) business days**.
- Units bought via a debit order or direct debit may only be withdrawn after **thirty (30) days**.
- If the Rand value of your withdrawal is **95% or more** of the value of your investments, we will **withdraw 100%** of your investment.
- Certain withdrawals cannot be processed during the period where fees and / or regular withdrawal payments are being processed, this is to ensure those payments can be made, please contact us to confirm timings.
- Any errors are to be reported within **fourteen (14) days** of withdrawal confirmation being received.

Useful information

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

- Product brochures and key benefits.
- 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 Portal (www.ppsisecure.co.za) or the PPS mobile app for IOS or Android.

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.

Document checklist and supporting documents

Please send through these documents with your withdrawal form to admin@ppsinvestments.co.za

☐ A copy of your South African bar-coded ID/smart card, valid passport (if foreign national) or birth certificate (if minor).

For a list of requirements that you will need to submit for divorce order, emigration or expiry of your visa, please contact our Client Service Centre.

Withdrawal Options

Option 1: Retirement Annuity Fund

You may only withdraw from the Fund if:

- The total investment value of all your PPS Investment Retirement Annuity/PPS Personal Pension Retirement Annuity/OPN Personal Pension accounts are less than/equal to R7 000 and you're not contributing to the Fund anymore, or
- If you have emigrated from South Africa and your emigration has been approved and recognized by the South African Revenue Services and the South African Reserve Bank, or
- If you are a non-resident who has left South Africa because your work or visit visa has expired, as contemplated in the Income Tax Act.

Option 2: Preservation Funds

- Once you are a member of the preservation fund, you may only make one withdrawal, of 100% or less per investment account, before retirement.
- You will not be able to make a withdrawal if you have taken a withdrawal previously or where there are withdrawal restrictions imposed by the transferring fund.

RETIREMENT FUNDS WITHDRAWAL FORM

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Please apply this withdrawal instruction to the following Investment number (starts 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 ____________

Tax number ____________

Occupation - **Compulsory** ____________

C INVESTOR BANK ACCOUNT DETAILS FOR WITHDRAWAL

Please complete the bank account details which relate to this instruction.
Please note: Payments are made electronically and we will not make any payments to credit cards, market-linked accounts or third party bank accounts.

Account Holder Name ____________

Bank ____________ Account number ____________

Branch ____________ Branch code ____________

Type of account

Current ☐ Savings ☐ Transmission ☐

D WITHDRAWAL DETAILS

- You can either withdraw proportionally across all your Investment Option(s), or you can specify the Investment Option you would like to withdraw from and the amount / percentage to be withdrawn.
- If the Rand value of your withdrawal is 95% or more of the value of your investment, we will withdraw 100% of your investment.
- Customised Solutions will always be withdrawn from Investment Options proportionately.

☐ Full withdrawal ☐ Please cancel my debit order

☐ **Partial withdrawal** from all Investment Options **proportionately:** Rand Amount ____________

☐ **Partial withdrawal** where you **do not wish** to withdraw proportionately across all Investment Options, please complete the table below:

Investment Option (complete full fund name and class)	Rand amount OR Percentage (%)
Total	

E CLIENT DECLARATION

I hereby confirm that:

- All information provided in this form and all other documents signed by me, whether in my handwriting or not, is correct
- I am responsible for the accuracy and completeness of all answers, statements or other information provided by me or on my behalf
- I will inform PPS Investments if any of the information supplied changes
- I have not received advice from PPS Investments or the Administrator

and I have read, understood and agreed to:

- The Product Terms, Conditions and Declarations which may change from time to time
- The Effective Annual Cost disclosure available from my financial adviser, the PPS Investments website or from the Client Services Centre.

Signature of investor

Date

Print and sign

Contact us

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