

## SHAREHOLDER VERIFICATION FORM

Please complete the relevant sections of this form and return it with the required, **certified** documentation as indicated on the check list. *Fields marked with \* are **not** compulsory*

### SECTION A: Individual (Major)

Title		First Names	
Surname			
ID Number			
Date of birth			
*Tax Reference No.			
Race			
Cell Phone No.		*Home Phone No.	
*Work Phone No.		*Fax No.	
Email Address			
Residential Address		Postal Address (if different)	
Area Code		Area Code	
Country		Country	

### Nominated Bank Account Details

Bank		Branch Code	
Account Number		Account Type	
Account Holder Name			

### SECTION B: Guardian or Authorised Person (legally acting on behalf of a **minor** legally incapacitated)

Capacity		Birth parent of minor		Guardian or foster parent		Authorised representative
Title		First Names				
Surname						
ID Number						
Date of birth		Marital Status				
Cell Phone No.		*Home Phone No.				
*Work Phone No.		*Fax No.				
Email Address						
Residential Address		Postal Address (if different)				
Area Code		Area Code				
Country		Country				

**I certify that the above information is true and correct**

\_\_\_\_\_

*Full Name of Shareholder/Authorised Person*

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Date*

## Required documentation – Individual Shareholder

**IMPORTANT:** Please submit all of the required supporting documents  
(There may be additional documentation requirements not specified below)

Section A			
Adult Individual	1.	<b>ID document</b>	Must be <b>certified</b> by an independent commissioner of oaths. Must reflect a clear picture, which is a reasonable likeness of the individual. <ul style="list-style-type: none"> <li>• Green barcoded South African ID or</li> <li>• Smart ID card - copy of both sides of the card</li> </ul>
	2.	<b>Proof of residential address</b>	Must be <b>certified</b> by an independent commissioner of oaths. Must reflect initials, surname and residential address. Not older than <b>3</b> months <ul style="list-style-type: none"> <li>• Utility bill</li> <li>• Lease or rental agreement</li> <li>• Retail store statement</li> <li>• Telephone or cellular account</li> </ul>
	3.	<b>Bank account details</b>	Must have a clear bank stamp. Must reflect initials, surname and account number. Not older than <b>3</b> months <ul style="list-style-type: none"> <li>• Bank statement</li> <li>• Bank letter on a bank letterhead</li> </ul>
	4.	<b>SARS document</b>	Document issued by SARS to verify tax number (where applicable)
Section B			
Minor\Child	1.	<b>Birth Certificate</b>	A copy of a valid birth certificate, <b>certified</b> by an independent commissioner of oaths.
	2.	<b>Proof of residential address of Child</b>	A <b>certified</b> affidavit by the legal guardian, confirming the residential address of the child
	3.	<b>Bank account details of Child</b>	Must have a clear bank stamp. Must reflect initials, surname and account number of the child. Not older than <b>3</b> months <ul style="list-style-type: none"> <li>• Bank statement</li> <li>• Bank letter on a bank letterhead</li> </ul>
Section C			
Authorised Person or Guardian	1.	<b>ID document of Authorised Person or Guardian</b>	Must be <b>certified</b> by an independent commissioner of oaths. Must reflect a clear picture, which is a reasonable likeness of the individual. <ul style="list-style-type: none"> <li>• Green barcoded South African ID or</li> <li>• Smart ID card - copy of both sides of the card</li> </ul>
	2.	<b>Proof of residential address of Authorised Person or Guardian</b>	Must be <b>certified</b> by an independent commissioner of oaths. Must reflect initials, surname and residential address. Not older than <b>3</b> months <ul style="list-style-type: none"> <li>• Utility bill</li> <li>• Lease or rental agreement</li> <li>• Retail store statement</li> <li>• Telephone or cellular account</li> </ul>
	3.	<b>Proof of Authority to act</b>	Must be <b>certified</b> by an independent commissioner of oaths. <ul style="list-style-type: none"> <li>• Court order</li> <li>• Power of Attorney</li> <li>• Mandate</li> <li>• Resolution</li> <li>• Proof of Guardianship</li> </ul>

Original documents may be presented in person at the Walk In Centre: 71 Corlett Drive, Birnam, Johannesburg.

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.