

**TRANSFER**  
INDIVIDUALS / ENTITY

Boutique Collective Investments (RF) (Pty) Ltd administers the BCI unit trusts. It is authorised to do so as a Manager, in terms of the Collective Investment Schemes Control Act. In this document it will be referred to as "BCI"

**IMPORTANT INFORMATION**

1. This form is to be used by existing investors only.
2. Please read the Terms and Conditions that apply to this investment. This is available from your financial adviser, the Client Service Centre or at [www.bcis.co.za](http://www.bcis.co.za).
3. Please fax required documents to the Client Service Centre at (011) 263 6152, or email [instructions@bci-transact.co.za](mailto:instructions@bci-transact.co.za).

**SECTION 1: CURRENT INVESTOR DETAILS**

BCI Investor Number / Client Account Number

Title

Surname / Entity Name (e.g company or trust)

Name of Investor / authorised contact person

ID or passport number / Registration number

Telephone numbers Home  Work

Mobile

Email address

Signature of transferor  Date  /  /

**SECTION 2: INVESTMENT TRANSFER DETAILS**

Would you like **all** your units to be transferred:  Yes  No

If No, Please indicate how your unit trust portfolio/s should be transferred in the table below:

Unit Trust Portfolio	Account number	Total amounts			
<input type="text"/>	<input type="text"/>	R <input type="text"/>	or	<input type="text"/>	units or <input type="text"/> %
<input type="text"/>	<input type="text"/>	R <input type="text"/>	or	<input type="text"/>	units or <input type="text"/> %
<input type="text"/>	<input type="text"/>	R <input type="text"/>	or	<input type="text"/>	units or <input type="text"/> %
<input type="text"/>	<input type="text"/>	R <input type="text"/>	or	<input type="text"/>	units or <input type="text"/> %
<b>TOTAL</b>		R <input type="text"/>		<input type="text"/>	<b>units</b>

The transfer of participatory interests is automatically classified as a Capital Gains Tax event. If you are transferring ownership to your spouse, you may choose to have the event rolled over to the transferee. Please note that the spouse must be a resident in terms of South African Tax Law.

Roll over CGT event for this transfer:  Yes  No

**SECTION 3: INVESTOR DETAILS TRANSFERING TO**

If transferee is not an existing unit trust account holder, please complete an application form and forward to us with all your FICA documentation.

BCI Investor Number / Client Account Number

Title

Surname / Entity Name (e.g company or trust)

Name of Investor / authorised contact person

ID or passport number / Registration number

Telephone numbers Home  Work

Mobile

Email address

Residential / Physical / Registered address

Postal address (if different from above)

Postal Code

## SECTION 4 CORRESPONDENCE METHOD

We will send you, or the person acting on your behalf, the following types of correspondence:

- + Investment statements, tax certificates
- + Transaction confirmations when you transact on your account
- + Please select how you would like to receive the above correspondence:  Email  Post
- + Instruction Notifications  Email  SMS

## SECTION 5: BANKING DETAILS

### Distribution Payments

Distributions to be re-invested OR  Distributions paid into account as per the 'Investor bank account details below'

Account Holder												
Bank												
Branch Name							Branch code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Account Type	<input type="checkbox"/> Current	<input type="checkbox"/> Savings	<input type="checkbox"/> Transmission									

### Debit Order Details

Total to be collected R  commencing on the 1st  OR 15th  of  /

Debit orders are applied on the 1st or the 15th of each month. If the selected day falls on a weekend or public holiday it will be effected on the next business day. The cut-off for all debit order notices to be processed in a particular month is by 14:00, five business days before the selected day.

## SECTION 6: INVESTOR DECLARATION

- + I confirm that all information provided herein is true and correct and that I have read and understood the contents of this form.
- + I have read, understood and agree to the Terms and Conditions.

Signature of investor(s) / legal guardian

Date

 /  / 

## CONTACT DETAILS

### + Physical Address

Boutique Collective Investments  
Catnia Building  
Bella Rosa Village  
Bella Rosa Street  
Bellville  
7530

### Contact us

Tel: +27 (0)21 007 1500/1/2 | +27 (0)21 914 1880 | Fax: +27 (0)86 502 5319  
Email: [clientservices@bcis.co.za](mailto:clientservices@bcis.co.za) | Visit our website: [www.bcis.co.za](http://www.bcis.co.za)

Should you have any complaints, please send an email to [complaints@bcis.co.za](mailto:complaints@bcis.co.za)

**ASISV**

AN ORDINARY MEMBER OF THE ASSOCIATION FOR SAVINGS & INVESTMENT SA

### + Custodian / Trustee

The Standard Bank of South Africa Limited  
Tel: +27 (0)21 441 4100