

# FICA document requirements for individuals



## VERIFICATION OF SOUTH AFRICAN RESIDENTIAL ADDRESS

The law requires us to identify investors, and the people acting for them, and to confirm their identities before accepting an application. We do this to prevent identity theft or fraud and to prevent money laundering and terrorist financing. We use the information you fill in on this form to identify you and ask you to send us supporting documents to confirm the information you give us. A list of the supporting documents we need is included in each instruction form. We confirm the residential address you give us by comparing it to a copy of any one of the following documents reflecting your name and residential address or erf / stand number.

### Documents less than three months old:

- Utility bill / rates and taxes;
- Statement from Telkom or any other fixed line provider;
- Bank statement (other than from Nedbank);
- Tax invoice;
- Payslip / salary advice;
- Retail credit accounts (including cell phone accounts);
- Unit trust statements in terms of Cisca (except that of Nedgroup Investments);
- Declaration by property owner / landlord;
- Letter from the employer where you are housed on employer premises (letter must disclose the period of occupation);
- National, provincial or local government document (including traffic fines);
- Any court order;
- UIF or pension payments; or
- Any other third party document from a credible source e.g. doctor's account or medical aid statement.

### Documents less than six months old:

- Mortgage (bond) statement from an institution other than the Nedbank Group.

### Documents less than twelve months old:

- SABC TV licence;
- Motor vehicle licence documentation;
- Long or short term insurance policy;
- SARS tax return or any other official document issued by SARS on their letterhead;
- Lease or rental agreement;
- Nedbank bond registration and / or Nedbank valuation certificates;
- Permit to occupy premises;
- Site rental certificate;
- IRP5 certificate as supplied by an employer; or
- Correspondence from a Body Corporate or Share Block Association.

### What happens if the above cannot be provided?

If you are unable to provide any of the documents above, you may submit any of the following declarations. Where the investor is a minor, we require proof of residence of the parent with whom the minor lives, in addition to the declaration below:

- A declaration from someone who shares your residential address. The declaration should confirm:
  - the name, date of birth, ID number, SA residential address of yourself and this person;
  - the relationship between yourself and this person;
  - the fact that the residential address is shared.

The declaration should be accompanied by address verification documents of the person making the declaration.

- A declaration from a local community leader / local authority for a rural area / informal settlement. The declaration must have the official stamp or be accompanied by the official letterhead of one of the following:
  - tribal chief or authority;
  - school headmaster;
  - church minister;
  - nursing sister and / or doctor at the local clinic.

The declaration should confirm the name, rank or title, contact details and province / region or area of the person making the declaration and acknowledge that you are known to him / her and live within the rural area / informal settlement specified.

- A declaration from an authorised official at a local administration office for formal settlements (townships). The declaration must be signed with the official stamp of the local administration office. The declaration should also confirm name, rank or title and contact details of the local administration office and the province or region. It should confirm that you live at the stated address, which is within their jurisdiction.

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Nedgroup Investments (Pty) Limited (Company registration number 1996/017075/07)  
Incorporating Nedgroup Collective Investments (RF) Proprietary Limited (Company registration number 1997/001569/07); Nedgroup Investment Advisors Limited (Company registration number 1998/017581/07) an authorised  
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