

# FICA document requirements for legal entities



The list below outlines the supporting documents required in respect of the Financial Intelligence Centre Act, 38 of 2001 (FICA), in order for us to verify the information provided in the attached form.

Entities listed on a recognised Securities Exchange need not provide this documentation, but Nedgroup Investments may however, when in its sole discretion deemed appropriate, request this documentation.

Nedgroup Investments, in its sole discretion, reserves the right to request that investors visit their nearest Nedbank branch for a face-to-face verification.

## 1. SA listed company - no FICA documentation required.

## 2. SA unlisted company

### 2.1 Proof of identity:

- Certificate of Incorporation (CM1) or CM9 where company's name has changed.
- ID document / passport for the manager, all authorised representatives, all individuals with more than 25% of the voting rights at a general meeting.
- Where other legal entities (companies, close corporations, trusts, partnerships) have 25% or more of the voting rights at a general meeting, please provide applicable founding documents of this entity (CM1 & CM22 or CK1 & CK2 or partnership agreement or trust deed) and proof of address (utility bill, Telkom account, municipality rates or tax invoice).

### 2.2 Proof of company's address:

- Document(s) less than three months old containing trade name and business address (utility bill, Telkom account, municipality rates or tax invoice).
- Notice of Registered Office and Postal Address (CM22) containing Registrar's stamp and signed by the Company Secretary.

### 2.3 Proof of authority to act:

- Director's resolution and details of directorship's (CM27 or CM29).

## 3. Foreign companies

### 3.1 Proof of identity:

- Official document from foreign regulator witnessing incorporation, bearing the name, registration number and address.
- ID document / passport for the manager, all authorised representatives, all individuals with 25% or more of the voting rights at a general meeting.
- Where other legal entities (companies, close corporations, trusts, partnerships) have 25% or more of the voting rights at a general meeting, please provide applicable founding documents of this entity (CM1 & CM22 or CK1 & CK2 or partnership agreement or trust deed) and proof of address (utility bill, Telkom account, municipality rates or tax invoice).

### 3.2 Proof of company's address:

- Document(s) less than three months old containing SA and foreign trade names and business address (utility bill, Telkom account, municipality rates or tax invoice).

### 3.3 Proof of authority to act:

- Director's resolution.

## 4. SA close corporation

### 4.1 Proof of identity:

- Founding statement and certificate of incorporation (CK1) if applicable, containing Registrar's stamp and signed by an authorised representative / employee.
- Identity document in respect of each member and all authorised representatives.

### 4.2 Proof of closed corporation's address:

- Document(s) less than three months old containing trade name and business address (utility bill, Telkom or other fixed line provider account, municipality rates or tax invoice).

### 4.3 Proof of authority to act:

- Member's resolution.

## 5. Partnership

### 5.1 Proof of identity:

- Partnership agreement.
- Identity document / passport in respect of any individual partners, an individual exercising executive control and all authorised representatives.
- For legal entity partners or a legal entity exercising executive control (companies, close corporations, trusts, partnerships): Applicable founding documents (CM1 & CM22 or CK1 & CK2 or partnership agreement or trust deed) and proof of address (utility bill, Telkom account, municipality rates or tax invoice).

### 5.2 Proof of authority to act.

## 6. Trusts

### 6.1 Proof of identity:

- The trust deed or other founding document, i.e. a will.
- ID document / passport for an individual founder of the trust, each individual trustee, each individual beneficiary, all authorised representatives, details on determination of beneficiaries if not specified.
- A death certificate or certificate of deregistration where the founder has died or ceased to exist.
- For any beneficiaries, trustees, founders of the trust that are legal entities: Applicable founding documents (CM1 & CM22 or CK1 & CK2 or partnership agreement or trust deed).

### 6.2 Proof of authority to act:

- Letters of authority from Master (SA trust) or foreign regulator (foreign trusts) to trustees.

## 7. Other legal entities (e.g. club, association or body corporate)

### 7.1 Proof of identity:

- The constitution or other founding document in terms of which legal person is created.
- ID document for all authorised representatives.

### 7.2 Proof of authority to act.

## 8. Approved Pension, Provident or Retirement Annuity Fund

### 8.1 Proof of identity:

- Proof of FSB registration number.

### 8.2 Proof of authority to act:

- Trustee resolution naming and authorising a signatory to act on its behalf.