

Tax-free investments: supporting documents required for FICA

August 2024

Introduction

In terms of the Financial Intelligence Centre Act (No 38 of 2001 and any amendments thereto), Camissa Collective Investments (RF) Limited and Camissa Asset Management (Pty) Ltd – the investment manager of the unit trust funds - are accountable institutions and are therefore required to identify and verify its clients.

Please submit copies of the supporting documents required for FICA (as set out below) with your application form – ensuring that the documentation is clear (ie not blurry, too dark, etc). If we do not receive the required documentation, or if the documentation submitted is not clear, your application will be delayed, and relevant instructions linked to your application could be disregarded.

Documents required for individuals (natural persons)

South African citizens

- Certified copy of the investor's South African identity document (ID) containing his/her photo, full names, date of birth and ID number (a valid passport or driver's licence will only be accepted if an ID is not available).
- Proof of the investor's residential address* (eg a utility bill, bank statement, tax invoice, Telkom account, payslip or municipal rates invoice).
- Proof of the investor's bank account details* (eg a cancelled cheque or bank statement).
- For FATCA purposes - Proof of the investor's income tax number (eg a document issued by SARS containing the investor's income tax number).

* these documents must be less than three months old.

Investments made on behalf of a minor by a parent or legal guardian

- Certified copy of South African identity document (ID) or valid passport of the Natural Parent as Guardian of the Minor Client.
- Copy of the minor's birth certificate stipulating the name(s) of the natural parent(s). If the name(s) of the natural parent(s) is not stated on the birth certificate, the following documents will be required:
 - Copy of sworn Affidavit from the natural parent confirming that the guardian is the natural parent of the minor, signed in front of an independent commissioner of oaths.
 - Copy of the natural parents' marriage certificate or copy of Sworn Affidavit from the natural parent confirming the marriage (signed in front of an independent commissioner of oaths). If the investment is made by a court appointed Guardian and not the natural parent(s) of the minor, the following documents must be provided:
 - Verified copy of proof of guardianship from the Master of the Supreme Court.
 - Verified copy of the minor's birth certificate.

Persons acting on behalf of the investor

This is applicable where a legal guardian or a person with power of attorney is acting on behalf of the investor.

- Proof of authority to act on behalf of the investor (eg power of attorney, mandate, resolution, court order).
- Certified copies of both the person and investor's South African identity documents (ID) containing their photos, full names, dates of birth and ID numbers (a valid passport or driver's licence will only be accepted if an ID is not available).
- Proof of both the person and investor's residential addresses* (eg a utility bill, bank statement, tax invoice, Telkom account, payslip or municipal rates invoice).
- Proof of both the person and investor's bank account details* (eg a cancelled cheque or bank statement).

* these documents must be less than three months old.

Acceptable documents for proof of residential address

For documents issued monthly, the document provided to Camissa cannot be older than three months. For documents issued on an annual basis, the document provided to Camissa cannot be older than 12 months. The items below are acceptable in terms of proof of residential address.

- Bank Statements must evidence an official bank stamp.
- Declaration from the clients Financial Advisor after an on-site visit - within three months of the on-site visit.
- Mortgage / home loan statement.
- Municipal rates and taxes invoice.
- Telephone or cellular account.
- Utility Bill reflecting Erf / stand no if sent to a PO Box.
- Valid TV licence.

Foreign Account Tax Compliance

- South Africa has entered into an intergovernmental agreement with the United States of America (USA). This requires South African financial institutions to comply with the Foreign Account Tax Compliance Act (FATCA).
- Additional information may be requested before your application will be processed.