

OLD MUTUAL SUPERFUND RETIREMENT BENEFIT CLAIM FORM

You have come to an exciting point in your life, where you have to make important decisions about your future, including how you will be investing your retirement savings.

To ensure that you are fully equipped to make the important decision associated with this life-changing event, please familiarise yourself with the following:

- Read the step-by-step Old Mutual SuperFund Retirement Guide which highlights the options that are available to you at retirement from your employer – visit www.oldmutual.co.za/SuperFund/RetiringMembers
- Read about the benefits of the Old Mutual SuperFund Solutions at Retirement for the options selected by the Old Mutual SuperFund Management Board

You can obtain a quotation by:

- 1) consulting with your financial adviser (if you make use of one)
- 2) calling 0860 388 873 or emailing superfundannuity@oldmutual.com

COUNTDOWN TO RETIREMENT

Now that you are well informed about your options at retirement, you can start counting down to your retirement.

| Six months to retirement | Three months to retirement | Six weeks to retirement |
|--|--|---|
| <p>You should:</p> <ul style="list-style-type: none"> • Notify your Employer and Old Mutual SuperFund of your approaching retirement and request your latest retirement benefit value by calling 0860 20 30 40. Note that your retirement benefit value can also be accessed via the secure member website and on the mobile site | <p>You should:</p> <ul style="list-style-type: none"> • Find out more about the retirement options which are offered by Old Mutual SuperFund • Speak to a qualified financial adviser about your options at retirement | <p>You should ensure that:</p> <ul style="list-style-type: none"> • Your Employer has forwarded your exit documents, or your election to defer retirement to Old Mutual • Old Mutual has your tax registration number • You select the type of annuity (or combination of annuities) that best suits your needs |
| One month to retirement | Retirement! Your big day! | |
| <p>You should by now:</p> <ul style="list-style-type: none"> • Have made an election to defer retirement from Old Mutual SuperFund, <p>OR</p> <p>If you choose to annuitise;</p> <ul style="list-style-type: none"> • Have requested your final quotation • Have arranged for the purchase of your annuity and • Have completed and signed the application form for your preferred annuity product (or combination of annuities) | <ul style="list-style-type: none"> • If you choose to defer your retirement, you will remain invested and your savings will keep growing. You will receive a welcome letter shortly after, confirming your membership in Old Mutual SuperFund Deferred Retirement, with further information on your investment and benefits. <p>OR</p> <p>If you chose to annuitise you should receive your:</p> <ul style="list-style-type: none"> • Cash lump sum, if you have selected one (subject to the required tax clearance being obtained from the Receiver of Revenue) and; • First pension payout* from the annuity product you have selected, unless you took 100% of the benefit as a cash lump sum (Provident Fund only). <p><small>* Provided all the required information and documents have been given to the insurer.</small></p> | |



CORPORATE

DO GREAT THINGS EVERY DAY

Please complete accurately, using capital letters in blue or black ink. Tick (✓) blocks where appropriate.

Please email or fax the completed form and supporting documents to:

Claims Department
Old Mutual SuperFund
PO Box 728
Cape Town 8000
Fax 0860 383 848
Email SuperFund@oldmutual.com

THE FOLLOWING SECTION MUST BE COMPLETED BY THE EMPLOYER.

PARTICIPATING EMPLOYER BUSINESS DETAILS

Contact person's details

Name of employer

Telephone number Code No.

Cellphone number

Email address

Contact branch

PARTICIPATING EMPLOYER SCHEME DETAILS

Scheme code

Member's Old Mutual reference number

MEMBER'S PERSONAL DETAILS

Title Surname

First names

Identity number Date of birth

Income tax number (compulsory where member has worked in South Africa)

Passport number (where no South African ID number is available)

Country of issue of passport

Telephone number* Code No. Cellphone number

Email address*

Residential address

Unit number Complex name

Street number

Street name

Suburb

City/Town Code

Postal address (complete only if different from residential address)

Code

* Insert the details where the member will be contactable after leaving this employer.

MEMBER EXIT DETAILS

Date of retirement

Final contributing month

Amount of final contribution: Employee R

Employer R

TYPE OF RETIREMENT [indicate the appropriate option with a tick (✓)]

Normal retirement Early retirement Ill-health retirement (**attach approval**) Late retirement

REMUNERATION DETAILS

Final GROSS **annual** pensionable salary at date of retirement R

Final GROSS **annual** taxable salary at date of retirement R

PRIOR CLAIM [indicate the appropriate option with a tick (✓)]

Is any Prior Claim payable? YES NO

If "YES", complete a Prior Claim Form and attach it to this form.

CHECKLIST FOR REQUIRED DOCUMENTATION [indicate with a tick (✓) which documents are attached to this form]

Original Certified means that a Commissioner of Oaths, Justice of the Peace, Postmaster or Police Official, including the rank, name and force number, confirms the certification of a document. The certified document is to be original.

- Annuity application form (stating the proposal number) Prior claim form and relevant supporting documentation (if applicable)
- Original certified copy of member's identity document Authorised approval from employer for Ill-health early retirement
- Original certified copy of spouse's identity document (if applicable)

DECLARATION BY PARTICIPATING EMPLOYER

I, the undersigned, hereby certify that all particulars furnished in this form and accompanying documentation are true and correct.

Signed on behalf of employer

Designation

Date



THE FOLLOWING SECTION MUST BE COMPLETED BY THE RETIRING MEMBER.

WHAT ARE MY OPTIONS AT RETIREMENT FROM EMPLOYMENT?

Postpone payment of retirement benefit by porting to Old Mutual SuperFund Deferred Retirement.

- You can postpone your retirement from SuperFund and remain invested until a date of your choosing
- Your savings will continue growing in a cost effective solution that gives you investment choice and flexibility

Claim your retirement benefit and retire from Old Mutual SuperFund

Pension Fund

- You can take a maximum of one-third of your Member Account Balance in cash and use the remainder to purchase an annuity from a registered insurer; **or**
- You can purchase an annuity from a registered insurer using your full Member Account Balance. (if your total retirement benefit is R247 500 or less, the total benefit may be taken in cash); **or**
- You can transfer your entire Member Account Balance to an approved pension preservation fund or retirement annuity fund

Provident Fund

- You can take your full Member Account Balance in cash; **or**
- You can take any portion of your Member Account Balance in cash and use the remainder to purchase an annuity from a registered insurer; **or**
- You can purchase an annuity from a registered insurer using your full Member Account Balance; **or**
- You can transfer your entire Member Account Balance to an approved pension preservation fund, provident preservation fund or retirement annuity fund

Some important information

- The decision whether to claim or to postpone the payment your retirement benefit should not be taken lightly, as you need to ensure that you provide for your financial security during retirement
- All options elected must be in terms of the Rules of the Fund and it is advisable to consult a Financial Adviser to assist you in making the right choices best suited to your own personal needs and circumstances. If you do not have your own Financial Adviser, contact 0860 388 873 (Sharecall) or email superfundannuity@oldmutual.com, and a member support service consultant will put you in contact with an accredited financial adviser

