



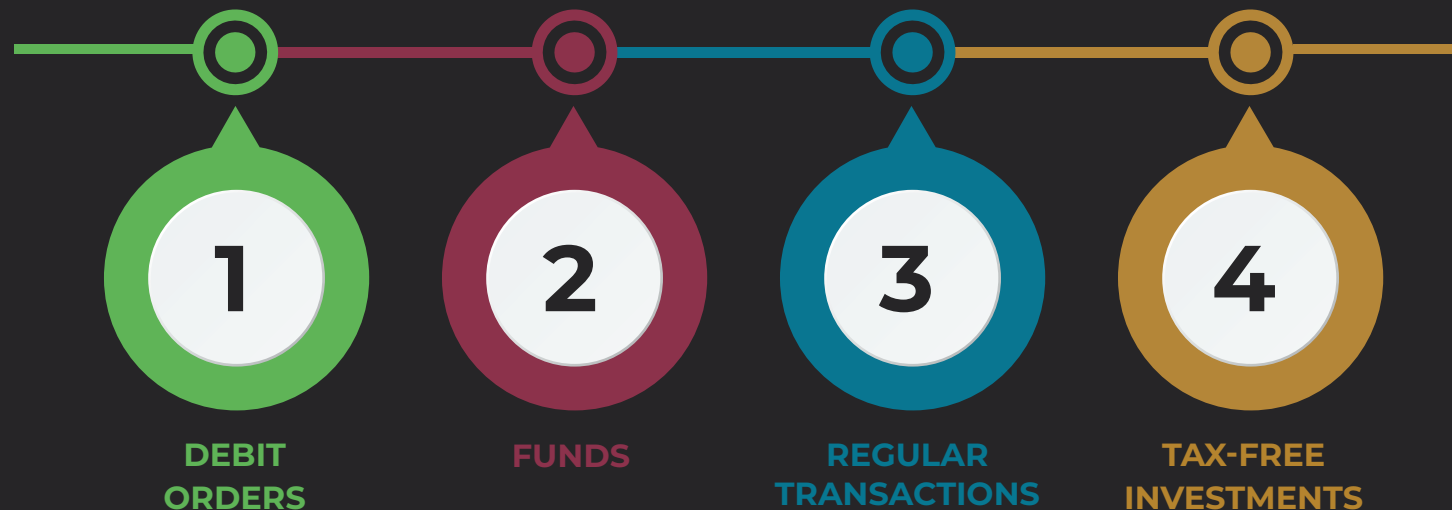
# CHANGES TO YOUR OLD MUTUAL UNIT TRUSTS INVESTMENT

In preparation for aligning Old Mutual Unit Trusts to a new administration platform in early 2021, there are certain changes to transactions and investments that we need you to be aware of.

To prepare your investment portfolio for transfer, we may also require you to provide additional information to update your client profile.

Please ensure that all changes and client information updates we request from you are communicated to us by calling our service centre at 0860 234 234, visiting [www.oldmutualinvest.com](http://www.oldmutualinvest.com), emailing us on [unittrusts@oldmutual.com](mailto:unittrusts@oldmutual.com) or informing your financial planner.

The deadline is 31 July 2020. Should you not tell us which action to take on the items that we have requested your feedback for, the default option will be applied to your relevant transactions and/or investment structure.





**DEBIT ORDERS**

1

**IF CLIENTS HAVE:**

More than one debit order per unit trust fund within one investment contract.

**AFTER THE TRANSFER:**

**Only one debit order per investment contract will be possible** and you will not be able to have multiple debit orders within the same contract or unit trust fund/s.

**WHAT MUST YOU DO?**

Where there are different:

- Debit order dates
- Annual escalation rates
- Debit order frequencies

You will need to consolidate your debit orders to a single date, and where applicable, with the same percentage-based escalation value. Alternatively, if you need these to continue to operate, we can assist you to open a new, separate investment contract for each debit order date you require.

**DEFAULT OPTION:**

If multiple debit orders have the same frequency (e.g. monthly) these debit order amounts will be combined to create one debit order amount.

If the debit orders have multiple dates then the date of the debit order with the highest value will be chosen.

1

A rand-based escalation amount on their investment contract.

**Only percentage-based** escalations can be administered.

Call the Unit Trust Service Centre on **0860 234 234** or email a completed Additional Investment Amendment Form to **unittrusts@oldmutual.com** to change the amount-based escalation to **percentage-based escalation**.

A percentage-based escalation amount will be calculated based on the rand amount of the escalation and will be applied to your contract. It should be between 1% and 20%.

**FUNDS**

2

More than one instance of the same unit trust fund in an investment contract.

On transfer to the new administration platform, multiple instances of the same unit trust fund will not be possible within a single investment contract.

For example, three Money Market Funds must be consolidated by switching into one Money Market Fund **OR** an instruction must be provided to create separate investment contracts, each with the same unit trust fund.

Multiple fund instances will be merged into one single unit trust fund within the contract and any existing debit orders across the multiple funds will be consolidated into one debit order instruction.

2

Multiple methods of distribution from unit trust funds within the same contract.

**Only one distribution method** is allowed for all unit trust funds **per investment contract**. You can choose one of the following options at a contract level:

- Reinvesting into the same unit trust fund
- Distributions can be invested into any fund of your choice OR
- Paid out into bank account

All unit trust fund distributions need to be paid using the same method per contract. You can have more than one contract, each with a different distribution method.

**Separate contracts will be created** to support the different distributions.



**REGULAR  
TRANSACTIONS**

3

**TAX-FREE  
INVESTMENTS**

4

4

	<b>IF CLIENTS HAVE:</b>	<b>AFTER THE TRANSFER:</b>	<b>WHAT MUST YOU DO?</b>	<b>DEFAULT OPTION:</b>
	More than one regular monthly, quarterly or annual disinvestment from the same unit trust fund.	Only one regular disinvestment is allowed per investment contract.  However, the value of the disinvestment can be allocated across different unit trust funds within the same investment contract.	Multiple disinvestments from the same unit trust fund should be consolidated into one disinvestment per unit trust fund within the same investment contract.	Consolidate all into one disinvestment instruction using the date of the disinvestment with the largest value.
	Contributed more than the maximum limit of R36 000 per year for Tax-Free Investments.	Contributions will be limited to R36 000 per tax year with a current life-time contribution of up to R500 000.	Ensure that any existing debit orders are reduced to a maximum of R3 000 per month. Automatic increases on debit orders for Tax-Free Investments will not be possible.	Existing debit order amounts higher than R3 000 will be set to R3 000 per month.
	Multiple Tax-Free Investments across 22seven and Old Mutual Unit Trusts.	Only one Tax-Free Investment across 22seven and Old Mutual Unit Trusts will be allowed.	Consolidate all Tax-Free Investments into one Tax-Free Investment contract.	Not applicable.



### ENSURE THAT YOUR PERSONAL INFORMATION IS UP TO DATE

As legislation requires, you need to ensure that the following information is always updated and communicated to the Service Centre:

- Title
- Gender
- Country of residence for tax purposes
- ID or passport number
- Physical address details
- Email address

### CHANGE TO ELECTRONIC COMMUNICATION

With email correspondence, you:

- May opt to **receive additional correspondence** (such as transaction notifications), which is not available for post correspondence
- Benefit from **efficient delivery** of correspondence, with a **lower carbon footprint** when compared to post correspondence
- Ensure that your correspondence is **password-protected** so that your personal information is more secure

Old Mutual believes in the benefits of sending correspondence via email as opposed to post.

Contact the Old Mutual Unit Trusts Service Centre on 0860 234 234 to change your correspondence preference to email.