

Britam Asset Managers (Kenya) Limited is licensed and regulated by the Capital Markets Authority and Retirement Benefits Authority

BRITAM USD FIXED INCOME FUND - INDIVIDUAL CONTRIBUTION AGREEMENT

Please print clearly in BLOCK letters and tick (✓) where appropriate.

ACCOUNT NO.: _____

1. SUBSCRIBER (PARTNER) DETAILS

(i) Personal Information

Title Mr Mrs Ms Other (Please Specify): _____

Surname: _____ First Name: _____

Middle Name(s): _____

Date of Birth: _____ Gender: Male Female

ID/Passport Number: _____ Nationality: _____

Country of Residence: _____ Tax Pin Number: _____

Marital Status: Single Married Divorced Other (Please Specify): _____

Postal Address: _____ Postal Code: _____

Residential Address: _____ Town/City: _____

Mobile Number: _____ Email: _____

Preferred Method of Contact: Email (Free) Post (At a Fee)

Are you a Politically Exposed Person (PEP)? Yes No

Section 22(3) of the Proceeds of Crime and Anti-Money Laundering Regulations 2013, Laws of Kenya

(ii) Occupation Details

Employed Self Employed Unemployed Retired Other (Please Specify): _____

If self employed, state the business sector you operate in: _____

If employed, please provide the information below:

Present Occupation: _____ Employer's Name: _____

Employer's Address: _____

Employment Industry: Financial Services Hospitality Public Service/Government Education

Arts Legal/Accounting Health Student Entrepreneur

Others (Please Specify): _____

(iii) Source of Funds

Salary Rental/Property Sale Sale of Shares Loan Maturing Investments

Gift Inheritance Dividends/Interest Pension Lottery/Betting

Other (Please Specify): _____

Please note that Britam reserves the right to seek further information or documentation on the source of funds to be invested

(iv) Contact Person Details

Name	Mobile Number	Postal Address	Postal Code	Town

2. PHYSICAL ADDRESS VERIFICATION

I write to confirm that below is a description of my residential/business address. A description has been provided as I do not have any utility bill that may be used to verify my current residential/business address.

Client Address Description

Land Registration (L.R) Number: _____
 House Number: _____ Building/Estate: _____
 Postal Address: _____ Postal Code: _____
 Road: _____ Town/Area: _____
 Client's Name: _____
 Client's Signature: _____ Date: _____

3. IF ACCOUNT IS FOR A MINOR, PROVIDE THE FOLLOWING

Minor's Name: _____
 Date of Birth: _____ Relationship to Minor: _____

Note to attach a copy of the minor's birth certificate. Written mandate instructions should be provided for minor accounts.

4. FOREIGN ACCOUNT TAX COMPLIANCE ACT (FATCA)

Are you a US Citizen or Resident? Yes No

If Yes, complete the US Indicia Form

US citizens and residents include persons; born in the US, or holders of a US Green Card, US residential address, US telephone number, standing order to a US Bank account, granted power of attorney or have signatory authority to a person with a US address

Self-Certification (Tax Status)

Are you registered for tax in Kenya? Yes No

Are you registered for tax in any other country? Yes No

If "Yes", please provide your Tax Identification Number for each country (or reason why none has been issued)

Country (ies) of Tax Residency	Tax Identification Number	Or Reason	Not Applicable
1.			
2.			

5. RISK ASSESSMENT QUESTIONNAIRE

1. What is your age bracket?

(a) 18 - 30 Years (b) 31 - 45 Years (c) Over 45 Years

2. How long do you want to invest?

(a) Above 3 Years (b) 1 - 3 Years (c) 0 - 1 Years

3. Have you invested in any of the investments below? (Please tick where applicable)

Fixed Deposit Land/House Shares T-Bills/T-Bonds Unit Trusts

(a) More than 3 investment categories (b) 1 to 3 investment categories (c) None of the above

4. What type of savings or investments do you currently hold? (Please tick where applicable)

Fixed Deposit Land/House Shares T-Bills/T-Bonds Unit Trusts

(a) More than 3 investment categories (b) 1 to 3 investment categories (c) None of the above

5. What do you expect of your income in the next one to three years?

(a) Increase (b) Stay about the same (c) Decline/stop

6. Approximately what portion of your total savings will this investment present?

(a) Less than 10% (b) 10% to 50% (c) 51% and above

7. Would you say about your knowledge on financial and investment markets?

(a) I have a sound understanding (b) I have a basic understanding (c) I have little or no knowledge

8. If your investment value fell by 20% over the course of the next three months, how would you react?

(a) Buy more of the investment (b) Hold on to the investment (c) Sell some or all of the investment

9. What attracts you to an investment?

(a) Its good return regardless of the risk (b) A combination of security and income (c) Purely security

10. Do you have other savings you can access immediately?

(a) I have adequate funds to last me more than 1 year (b) Yes, but less than 6 months worth (c) No

11. When do you expect to need most of your money from this investment?

(a) Above 3 Years (b) 1 - 3 Years (c) 0 - 1 Years

Key: (a) = 3, (b) = 2, (c) = 1, Please add all your scores. Your final score should fall within the risk rating column

Total Risk Score	0 - 19	20 - 26	27 - 33
Risk Profile	Conservative Investor	Moderate Investor	Aggressive Investor
Description	Usually want stability and protection of current investment. Generally seeks to preserve capital and are prepared to accept lower investment returns as a trade off.	Usually medium term investors who want to protect their capital and achieve some real increase in the value of their investments. Seeks a diversified portfolio with exposure to a broad range of investment sectors.	Usually long term investors seeking high capital growth. Substantial year to year fluctuations in value are acceptable in exchange for potentially high long term returns. They are comfortable accepting high volatility in their capital value, with the risk of short to medium term periods of negative returns.

Disclaimer

This risk profile questionnaire and the results should not be regarded as investment advice or an offer to sell, or a solicitation for an offer to purchase any investment products or services. Britam accepts no responsibility or liability as to the accuracy or completeness of the information provided in this risk profile questionnaire and the results. This questionnaire is not a substitute for professional advice.

6. FUND INFORMATION

WHAT ARE UNIT TRUSTS?

- **Unit Trust:** A collective investment scheme in which investors’ contributions are pooled together to purchase a portfolio of financial securities such as equities (shares), bonds, cash, bank deposits etc. The portfolio is managed by professional fund managers.
- **Unit:** Your contributions to a unit trust are used to purchase units. Each unit represents an equal fraction of the total value of the pool of the invested money. The number of units you are allocated is calculated by dividing the amount you invest by the offer price at the time.

Britam USD Fixed Income Fund

Britam USD Fixed Income Fund is suitable for investors whose liquidity needs are predictable and are able to invest their funds in largely fixed income securities. The fund is ideal for;

- Short term savings/deposits
- Investment of retirement proceeds to generate consistent monthly income
- Investment of reserve funds (sinking funds) for landlords to cater for maintenance and insurance costs
- Accumulation of project funds
- Investment of business income

Points to Consider	Expected Returns Depend On	Benefits
<ul style="list-style-type: none"> • Your risk profile • Your time horizon for the investment • Whether you require regular income from the investment or purely looking for capital growth 	<ul style="list-style-type: none"> • Returns from the financial markets • The type of assets within the unit trust portfolio 	<ul style="list-style-type: none"> • Attractive returns, • Easy and affordable investment • Diversification of risks • Expertise in professional management • Value for money • Flexible investment options • Liquidity • Safe and transparent

Fund Objective	The investment objective of the Fund is to endeavor to maximize the level of total return to investors by generating a reasonable level of current income and maximum stability of the capital invested while minimizing the volatility of the portfolio.
Investment Risk Level	Low to Medium Risk Fund
Currency	USD
Minimum Investment Amount	Minimum initial investment and holding - USD 1,000 Minimum top up amount - USD 500 Minimum Withdrawal Amount - USD 100
Tax on Interest	The Income Tax Act (ITA) of Kenya applies
Initial Fees	0%
Annual Management Fee	Maximum of 1.5%p.a. of Assets Under Management.
Switch Charge	A switch charge shall not be applicable.
Outperformance Fee	Calculated daily as 20% of returns above the performance hurdle rate defined as the SOFR. The performance hurdle rate is ONLY used for assessing the outperformance fee.

7. FUND SELECTION

I confirm that I have read the Fund Information section and I understand my risk profile. I have chosen to invest as follows:

Initial Investment Amount/Capital Contribution (USD): _____

Client's Signature: _____

8. PARTNERSHIP ACCOUNT DETAILS

Currency:	US Dollars
Bank:	Standard Chartered
Account Name:	Britam Fixed Income Fund Inflow Account (USD)
Branch:	Kenyatta Avenue Branch
Bank Code	02
Branch Code	500
Account Number:	8705016785800
Account Currency:	US Dollars
Swift Code:	SCBLKENXXXX

9. CLIENT ACCOUNT INSTRUCTIONS

Payment Method:

Direct Bank Transfer (*Please provide your bank information below*)

Account Name: _____

Account Number: _____ Bank Name: _____

Branch: _____ Bank Code: _____

10. GENERAL TERMS AND CONDITIONS

- Units are traded at the daily ruling prices which prices may go up as well as down.
- The Investment will only be applied once the completed application form together with notification of deposit is received by Britam. Subscriptions monies received will be dealt with on the next Dealing Day.
- Investors are reminded that in certain specified circumstances their right to redeem their units may be suspended.
- Britam will only accept deposits made through your Bank Account Number on record. Payments from third parties made on your behalf may be accepted on an exceptional basis and solely at the discretion of Britam.
- Once an account has been opened, all statements, reports and notices will be sent by default through the e-mail address provided.

- (f) Britam shall remain authorized to accept any instruction request received from your authorized modes (registered email and/or Mobile number) unless otherwise instructed. If you lose your mobile phone or other electronic device or have any reason to believe that the integrity and security of your means of instructions or mode of payment has been accessed by an unauthorized person, it shall be your responsibility to take such actions to secure your investment by immediately notifying Britam Customer Care Centre for assistance. Until and unless we receive notice of loss of your electronic device or unauthorized access to your account, we shall remain authorized to accept any instructions requests received from the authorized modes.
- (g) The Client and/or his/her financial advisor shall at all times be responsible for ensuring that the unit trust and its representatives receive any instructions from the Client and/or financial advisor, whether by facsimile or mail, and that such instructions are complete and correct in all respects.
- (h) Past performance is not a guide to future performance and may not be repeated. The price of units and the income from them may fall as well as rise and Clients may not realize their initial investment.
- (i) Capital Preservation as highlighted in the Trust Deed, Rules and Information Memorandum means that the fund manager will aim to invest in assets which have fairly stable market prices. There is no guarantee that the investment objectives of the Fund will be attained. The price of the units and income may fall as well as rise and Clients may not realize their initial investment.
- (j) No third-party cheques are allowed. Payments made by a third party on behalf of a Client will need to be supported by further documentation.
- (k) All transaction charges on purchasing securities shall be borne by the Fund and not the Fund Manager.

11. DECLARATIONS

- (a) I confirm that I have read and understood the Information Memorandum for the selected fund, and state that I make this application on the terms and conditions set out in the Fund's Information Memorandum.
- (b) I confirm that the information provided in this application, together with all supporting documentation that will be supplied in connection with this application, is true, correct and accurate. I hereby consent that Britam Asset Managers (Kenya) Limited may verify the information provided using such reasonable and necessary verification mechanisms.
- (c) I confirm that the money used for this investment does not arise out of the proceeds of any money laundering or other illicit activities.
- (d) I agree to accept the number of units bought by virtue of this application and Trust Deed and Rules for the selected fund and warrant that I/we have full power and authority to enter into and conclude this transaction.
- (e) I confirm that the units are not being acquired either directly or indirectly by or on behalf of any person restricted by law of any relevant jurisdiction from acquiring the units.
- (f) I hereby consent to all redemption proceeds and/or income distributions made to me being paid in accordance with my payment instructions above and as may be varied as per my written instructions. I hereby accept full responsibility for securing the integrity of my selected payment mode, and fully indemnify Britam from any claims, losses or liabilities that it may incur in connection with the processing of payment in accordance with my instructions.
- (g) I hereby unconditionally and unequivocally agree that Britam Asset Managers (Kenya) Limited shall be entitled to act upon any instructions issued through my registered profile on a Britam Online Platforms or through electronic mail from my indicated email address (including scanned copies of documentation), which instructions shall be binding and enforceable against me notwithstanding that any such instruction may later be shown to be in any way false, incomplete, inaccurate, delayed, erroneous, unauthorized or otherwise not authentic.
- (h) I agree that Britam Asset Managers (Kenya) Limited shall not be responsible for any liability, losses or damages resulting from such electronic instructions, except where the loss results from the gross negligence or fraud on Britam's part. I agree to fully indemnify Britam against any proceedings, claims, expenses, and liabilities which may be taken or made against Britam by reason of Britam acting on my instructions.
- (i) I consent to the disclosure of the information provided in this application for compliance purposes to the companies within the Britam Group or its agents and the necessary regulators and government agencies.
- (j) Upon receipt, I shall review all statements and will notify the Fund Manager immediately if there is a discrepancy.
- (k) I have read and fully understand the funds' objectives, risk levels, income distribution and all charges as set out in the funds fact sheets and the Information Memorandum.

12. CLIENT ACKNOWLEDGMENT

By checking this box, I confirm that I have read and understood, and hereby consent to Britam's Privacy Policy.

I hereby authorize Britam to collect, use, disclose, and/or process our personal data or information without further notification to me/us, confidentially with its affiliated companies, third party service providers, business partners and/or other parties which may be sited outside of Kenya, for setting up and administering our investment account with Britam, customer services and to allow Britam and/or its business partners to perform marketing and related activities, until Britam receives our written instruction to the contrary. Britam's Privacy Policy is available at <https://ke.britam.com/privacy-policy>.

I confirm that I have read and understood, and hereby consent to the general terms and conditions, and hereby make the above declaration.

Name	Signature	Email Address (if consenting to email instructions)	Date

13. FOR OFFICIAL USE ONLY

Documents Required

Please provide copies of the following:

- Official Identification Document or current passport
- Personal Identification Number
- Personal Identification Number certificate
- Utility Bill (Electricity, water, proof of address letter not more than three months old)
- Proof of banking details (copy of ATM card, original cancelled cheque or certified letter from the bank or bank statement not more than three months old)
- Investment cheque / deposit slip in correct fund
- Income Tax Exemption Certificate (If applicable)

Is this direct business? Yes No

If No, please populate the Financial Advisor/Intermediary Section below

Financial Advisor/Intermediary

I confirm that all the above documents have been attached:

Name of Financial Advisor: _____

Financial Advisor Code: _____ Branch: _____

Mobile Number: _____ Email Address: _____

Signature: _____ Date: _____

Branch Administrator

Name: _____

Signature: _____ Date: _____

Compliance Checks (Tick Appropriately)

KYC Sanctions Screening PEP FATCA

Customer AML Risk Category High Medium Low

Name: _____

Signature: _____ Date: _____