



Member investment choice switch

The purpose of this form is for you to instruct us where to place your investment.

In this form:

- 'You' refers to the person named on this form as the member.
- 'We' and 'us' refer to the company in Alexander Forbes that is shown at the top of this form, who is also the administrator of your fund.
- 'Fund' refers to the *fund that you are a member of*.

About new investments

You should get financial advice before you make these important decisions, in particular if you decide to choose your own investment portfolios. If you have any questions, you can contact Alexander Forbes (details at the top of this form). You can also ask us for brochures about the fund investments and the investment portfolios offered to members.

Key points to understand about this form

You should sign the form only if you agree to all the terms and conditions in it. The form is part of your contract with us. You must make sure that all the information is correct and that all parts of the form are complete. We have the right to treat the information given in the form as accurate and complete. If you make changes to what you have already filled in, you must sign next to each change.

Follow these steps

1. You need to fill out the form. You do have the option of filling in this form electronically and printing the electronic version of the form to be signed.
2. You must sign the form and date it.
3. Keep the first and second pages to refer to for any queries.
4. Please email the completed form to zzswitches@alexforbes.com or fax to **011 263 2948**. This form must not be sent to your human resources or payroll department at your employer.

Personal information, privacy and security

FIND OUT how we protect your personal information, privacy and security.

Alexander Forbes is not responsible for any loss you or anyone else may suffer if important information is left out of this document.

How to contact us

If you want to ask us if we have your personal information, you can contact us at the telephone number shown at the top of the form. If your personal information is incorrect, we will change it if you make us aware of this.

If you have a complaint

We would like to hear from you if you have a complaint:

- Visit us in person at any of our offices.
- Email contactus@alexforbes.com.
- Phone 0860 000 279 or +27 (0)11 669 7026 if you're outside South Africa.
- Follow our complaints process at www.alexforbes.co.za/contactus/complaints.aspx.

If you need more information

Please contact us if you have any questions or if you need more information.



Member investment choice switch

Name of fund

TFG Retirement Fund

About your employer

Name of employer

The Foschini Group (TFG)

Name of section, division or paypoint

About you (the member)

Please fill in all the information in this section. If there are any changes to your personal particulars, please write to let us know.

Personal and contact details

Surname

First names

Maiden name

Title Prof Dr Mr Mrs Ms Other (specify)

ID or passport number

Country of issue

Date of birth

Employee number

Residential address (this is the address where you live most of the time)

Unit number

Complex

Street number

Street or farm name

Suburb

City or town

Country

Code

Postal address

Code

Contact details

Home number

Work number

Cell number

Email

The rules of the TFG Retirement Fund allow you to select a planned retirement date from the age of 55 years.

This date is important should you remain in the default Life-Stage model as your de-risking will start 5 years prior to your planned retirement date. If no date is chosen, your planned retirement date is assumed to be your normal retirement date which can be found in your member booklet or fund rules.

Planned retirement date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Investment portfolio options

There are two options for choosing your investment strategy. Before making your election, you must make sure that you have received appropriate advice.

1. Automatically be de-risked according to the Default Life-Stage Model

Tick this box to invest your fund credit and ongoing contributions in the Default Life-Stage Model.

The normal retirement date is the date given in the special rules of your fund. To find out what it is, please refer to your member booklet or fund rules.

2. Opt out of the Default Life-Stage Model and choose own investment strategy

Tick this box to choose your own investment strategy from the options provided below.

Allocate my **current fund credit** in the following proportions Allocate my **future contributions** in the following proportions

Investment portfolio	Fund Credit	Ongoing Contribution
TFG Balanced portfolio	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
TFG Final Year portfolio	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Banker	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
AFI Shari'ah High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
AFI Shari'ah Medium Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Total	1 0 0 %	1 0 0 %

* Note the above percentages must total to 100%, otherwise we will not be able to process your instruction and there may be delays in processing your choice.

Important notes

Sending the switch form

An email delivery receipt is not proof that Alexander Forbes has received the switch form from you. If you have not received confirmation (by sms or email) within five (5) working days that your switch form has been received, please contact Alexander Forbes contact centre on 0860 100 333.

You need to make sure that Alexander Forbes has received the switch form. If you have not received confirmation (by sms or email) within five (5) working days that your switch form has been received, the switch instruction may not take place.

Switch fee to be charged

A switch fee may be deducted from the member's current fund credit per the fund's switching rules.

Time to make the switch

Investment switches are made within five (5) working days of Alexander Forbes receiving the switch instruction, if applicable, in accordance with the time frame prescribed in the fund's switching rules, or, if applicable any specific notice period relating to the fund's investment portfolio/s.

Confirming your switch has been made

Alexander Forbes will send you confirmation that your switch has been made within ten (10) working days of receiving your switch form.

If the switch form is not complete

If the switch form is not complete or not filled in correctly, Alexander Forbes may not be able to make the switch.

Check that the switch has been made properly

You need to advise Alexander Forbes contact centre on 0860 100 333 within 30 (thirty) days if the switch has not been made in the way you instructed and intended.

If the switch is not made

Alexander Forbes will take all reasonable commercial steps to make sure that switches take place within five (5) working days. If this does not happen because of an administration error, your money in the fund will be placed in the same position it would have been had the error not been made. This means that the money may be increased or decreased once the error has been corrected.

View your switch election on Alexforbes (online)

Please view the result of the election change on Alexander Forbes (AF) Online, using the following address to connect to the website: <https://www.alexanderforbesonline.co.za>. Alternatively, should you not have access, please call the AF Online help line on 0860 100 333 to assist in the registration process to gain access.

