

Investment Application Form INDIVIDUAL

CSD No.:

Photo

Photo

PLEASE WRITE IN BLOCK LETTERS

Account Type: Single Account Joint Account] ITF Name:
Mandate: Discretionary Non-Discretionary	
1. Your Details	
Account Holder	Joint Account Holder
Title: Mr. /Mrs. /Miss. /Ms. /Dr. /Prof.	Title: Mr. /Mrs. /Miss. /Ms. /Dr. /Prof.
Surname:	Surname:
Other Names:	Other Names:
Maiden Name:	Maiden Name:
Date of Birth: / / / Place of Birth:	Date of Birth: / / Place of Birth:
Gender: Male Female	Gender: Male Female
Email:	Email:
Telephone (Mobile):	Telephone (Mobile):
Tel. (Residential):	Tel. (Residential):
Postal Address:	Postal Address:
Residential Address:	Residential Address:
Digital Address (GhanaPost GPS):	Digital Address (GhanaPost GPS):
Nationality:	Nationality:
Country of Residence:	Country of Residence:
Residential Status Resident Ghanaian Non-Resident Ghanaian Resident Foreigner Non-Resident Foreigner If country of origin is not Ghana, please provide the following: Resident Permit Number Place of Issue	Residential Status Resident Ghanaian Non-Resident Ghanaian Resident Foreigner Non-Resident Foreigner If country of origin is not Ghana, please provide the following: Resident Permit Number Place of Issue
Permit Issue Date Permit Expiry Date TIN	Permit Issue Date Permit Expiry Date TIN
Proof of Identity	Proof of Identity
ID type: Passport: Voters ID: Drivers License: SSNIT Card: National ID:	ID type: Passport: Voters ID: Drivers License: SSNIT Card: National ID:
ID Number:	ID Number:
Place of Issue:	Place of Issue:
Issue Date: / / /	Issue Date: / / /
Expiry Date: / / /	Expiry Date: / / /
Marital Status: Married Single Widowed Divorced	Marital Status: Married Single Widowed Divorced
Spouse Name:	Spouse Name:

2. Other Information	1					
Status: Employed	Self-employed	Status: Employed Self-employed				
Unemployed	Retired Student Student	Unemployed Retired Student				
Employer / Business / Schoo	ol Name:	Employer / Business / School Name:				
Employer / Business /Schoo	I Address:	Employer / Business /School Address:				
Nearest Landmark:		Nearest Landmark:				
Digital Address (GhanaPost (GPS):	Digital Address (GhanaPost GPS):				
City / Town:		City / Town:				
*Nature of Business:		*Nature of Business:				
Business/School/Office Con	tact Number 1:	Business/School/Office Contact Number 1:				
Business/School/Office Con	tact Number 2:	Business/School/Office Contact Number 2:				
Business/School/ Office Ema	ail:	Business/School/ Office Email:				
Investment Objectives	Retirement Planning	on Mortgage Income Others				
Investment Horizon	Short Term Short - Medium Te	rm Medium term Medium-Long term Long Term 2 - 3 years 3 - 5 years above 5 years				
Gross Annual	☐ Under GH ¢10,000.00 ☐ GH	H¢10,000 TO GH¢50,000 ☐ GH¢50,000 TO GH¢100,000				
Income	☐ GH¢100,000 TO GH¢150,000 ☐ GH	d¢150, 000 TO GH¢200,000 ☐ OVER GH¢200,000				
Investment Knowledge	Sophisticated Good	☐ Fair ☐ Novice				
Risk Tolerance	Low Medium	High				
Other Investments Held	☐ Treasury Bills ☐ Mutual Funds	☐ Bonds ☐ Stocks ☐ Insurance ☐ Other				
3. In Trust For *Name:						
Relationship with Account A	Anglicant:					
Marital Status: Single	Married	Gender: Male Female				
*Date of Birth: D D	M M Y Y Y Y	Place of Birth:				
*Country of Origin:	171 171 1 1 1	*Country of Residence:				
*ID Type: Passport	Voters ID Drivers License	SSNIT Biometric Card National ID				
*ID Number:	voters to	*Issue Date: D D M M Y Y Y Y				
*Place of Issue:		*Expiry Date D D M M Y Y Y Y				
4 Details of Investm	ont					
4. Details of Investm Amount Deposited (in Figur						
Amount in words:	C3).					
Mode of Deposit:	Bankers Draft Transfer	Cash Cheque				
Cheque Details: Name of E		Cheque No. Branch:				
Please indicate how you wis	sh to receive your investment advice(s). via:	Email Collection at UMB IHL RM to deliver				
*Anticipated Investment Ac						
If Other, please specify:						
Withdrawals:	Top-ups: Monthly Quart	terly Bi-Annually Annually Other				
If Other, please specify:		· —				
Anticipated Investment Am	Anticipated Investment Amount:					
Regular Top-up Amount (Ex	pected):	Regular Withdrawal Amount (Expected):				

5. Investmer	nt C	ptions													
TREASURY INVES	TME	NT						MUTUAL FUND			OTHERS				
D:II		91-Day Govt. Of	Ghana T-	-Bill							I				
Bills		□ 182-Day Govt. Of Ghana T-Bill						UMB Balanced Fund							
Notes		1 Year Governm	ent of Gh	nana No	ote										
		2 Year Governm	ent of Gh	nana No	ote			•							
Bonds	☐ 3-Year Government of Ghana Bond					Umbi	UMB Income Fund								
		5-Year Governm													
Please indicate h	OW	you wish to rece	ive your i	investn	nent a	dvice(s).	VIA:								
Email		Collection at	UMB IHL			RM	to de	eliver							
Statement Frequ	enc	/·	arterly		Spe	cify any	other	r additional stater	ment fregu	uency:					
Statement requ	CITC	y Qu	larterry												
6. Your Oper	ati	na Instructio	ons												
					-1-:	41		!							
Please indicate				-				late box:							
	Inve	est all the Maturi	ty Procee	eds unt	il furth	ner notice	e								
	Re-	invest Principal a	amount a	ınd pay	/ me (ι	ıs) the di	iscou	nt upfront / inter	est earned	d on matu	rity until	further	notice.		
	Do	not reinvest, ple	ase:												
7. Bank Deta	ils														
Bank Name:								Branch:							
Account Numbe	r:							Account Name:							
a. Issue a cheque for the maturity proceeds to				s to r	ne/us. Or in favol	ur of:									
b. Mobile Money Transfer:															
								instructions from	me/us:						
		d. Any other	(Please s	state in	space	provide	d):								
8. Beneficiar	'y														
*Name:								*Name:							
Percentage (%):								Percentage (%):							
Relationship with	n Ac	count Applicant:	:					Relationship with Account Applicant:							
Marital Status:			Marrie	~ d [<u></u>							
Gender:		Single	Femal		_			Marital Status: Single Married Gender: Male Female							
							17								
*Date of Birth:	D	D M	M	Y	Y	Y	Υ	*Date of Birth: D D M M Y Y Y Y							
Place of Birth:				Place of Birth:											
*Country of Origin:				*Country of Origin:											
*Country of Residence:				*Country of Residence:											
Tel No.					Tel No.										
*ID Type: Passport Voters ID Drivers License			*ID Type: Passı	port	Voters		Drive	rs Licer	ıse 🗀						
SSNIT Biometric Card National ID National]	SSNIT Biometric Card National ID										
*ID Number:								*ID Number:							
*Issue Date:	D	D M	M	Υ	Υ	Υ	Υ	*Issue Date:	D	D M	M	Υ	Υ	Υ	Υ
*Expiry Date	D	D M	M	Υ	Υ	Υ	Υ	*Expiry Date	D	D M	M	Υ	Υ	Υ	Υ
*Place of Issue:		1 1						*Place of Issue:							

9. Security Question and Answer					
Question	Answer				
What is your mother's maiden name?					

10. Mana	agement Agreement and Product Requirment
	UMB BALANCED FUND
	The UMB Balanced Fund is a collective investment scheme whose main objective is to seek the growth and the creation of value for its shareholders. This is done by mobilizing funds for investment in Fixed Income Securities and Shares of Listed Companies on the Ghana Stock Exchange as well as Stock Exchanges in Emerging Markets. The minimum investment period is three (3) years. This is to enable shareholders enjoy optimal returns and also avoid redemption charges.
	UMB INCOME FUND
	UMB Income Fund is an open-ended Money Market Fund. The objective of the Fund is to earn a high rate of interest income, preserve capital and maintain liquidity. This is done by investing primarily in Fixed Income Securities, generally maturing in not more than 365 days. Investors are encouraged to hold their investments for at least three months to offset charges and also earn good returns.
	TREASURY INSTRUMENTS
	UMB IHL acting on behalf of UMB is a registered Primary Dealer of Government of Ghana, and Bank of Ghana Securities. This service is provided for both institutional and retail investors. Treasury instruments tend to be risk free and also attractive interest rates. Minimum amounts required is GH¢100.00

11. Terms and Conditions

1. Duties and Responsibilities of UMB IHL under this agreement

1.1. UMB IHL upon receipt of funds from you (the Client) shall exercise the standards of care, expertise and fidelity expected of a professional fund manager, and shall be subject, in each case to your specific restrictions set out in the Risk Profile as set out in Appendix A, and the Investment Policy Statement as set out under the Investment Policy.

2. Information and Confidentiality

- 2.1. UMB IHL agrees to keep and to ensure that its personnel shall keep confidential all information, documents and all other matters arising or coming to it regarding the client's identity, financial affairs and investments
- 2.2. The obligations of confidentiality shall not apply to any confidential information which is in the possession of and is at the free disposal of UMB IHL or is published or is otherwise in the public domain prior to the receipt of such Confidential Information or other by UMB IHL.

3. Investments

3.1. UMB IHL shall within the limits of the Investment Policy endeavor to maximize the returns, diversify risk, and at the same time make best efforts to preserve the value of the client's portfolio. This shall include but not limited to returns on fixed income investments and dividends from equities.

4. Reporting Obligations

- 4.1. Unless otherwise agreed UMB IHL shall on quarterly and annual basis provide the client with reports detailing funds received, withdrawals, transactions executed, investment performance, market value and earnings.
- 4.2. Reports shall be sent via electronic mail or any other means as determined by you

5. Liability

- 5.1. UMB IHL shall act in good faith and with due diligence and subject to this, shall only be held liable where proof of gross negligence is established on its part or default or fraud of any person, firm or company through whom transactions are effected for the Client's account.
- 5.2. UMB IHL shall not be held liable for losses suffered by you as a result of conditions outside UMB IHL's control; this includes but not limited to actual or reasonably apprehended acts of God, natural disasters, wars, hostilities and interruptions in communication and software services.

6. Email / Telephone Indemnity

6.1. UMB IHL may, but is not obliged to act on any instruction that claims to come from you since it is not possible for UMB IHL to confirm the authenticity of all email/telephone messages that claim to come from you. No email/telephone can be considered received by UMB IHL until you have either received a reply or read receipt from UMB IHL. You accept that unless otherwise advised in writing, UMB IHL shall communicate with you via electronic mail and you shall not hold UMB IHL liable for any losses, costs or legal consequences arising from such communication.

7. Remuneration

7.1. You shall on a quarterly basis pay in arears to UMB IHL, a Management Fee of% of the Total Asset Value of your investment portfolio including cash.

8. Termination of Investments

- 8.1. This Agreement may be terminated by either party through a written notice stating reasons for the termination, which will be delivered to either party not less than one (1) month before the effective date of the termination of this Agreement.
- 8.2. Upon termination of this agreement, UMB IHL shall transfer or cause to be transferred to the Investor, its successor or assigns all the assets comprising the portfolio, reasonable fees excluded to the care of any other institution or entity as directed by the investor.
- 8.3. You shall exercise the right to request for all or a portion of your investments at any given time. All costs and penalties related to and incurred due to the early full or partial redemption of your investments shall be borne by you.

9. Communications and Notices

9.1. All communication between parties to this Agreement shall be valid only if made in writing or by fax or by email and signed or sent by an authorized representative of the parties.

10. Applicable Jurisdiction

10.1. This Agreement shall be governed by and construed in accordance with the Laws of Ghana.

11. Amendments

11.1. Any amendment or variations to this Agreement are valid only on the basis of explicit written agreement signed by an authorized representative of both parties to this Agreement.

12. Risk Warning

12. Account Mandate

Α.

12.1 Investing in financial markets involves the risk of loss and there is no guarantee that all or any invested capital. Past Performance neither guarantees nor reliably indicates future performance. The value of investments and the income from them fluctuate with financial markets and various economic indicators.

Declaration

Signature(s)

I/We declare that the information provided is true and accurate. I/We authorize UMB Investment Holdings Ltd. (UMB IHL) to use my/our personal information to evaluate my/our financial need(s) and comply with the Securities Industry Law, as amended. This information may be provided to other members of the Universal Merchant Bank Group. I undertake to notify UMB IHL promptly to any change of the information provided by me/ us on this form. I have read and understood all the terms and conditions at the back of the leaflet.

В.

Name(s)							
Date							
Signing instructions	One to sign	Either to sign	Both to	o sign			
*Client Additional	Information (1)						
PERSON (PEP)				e CLIENT IS A POLITICALLY EXPOSED pendants fall under the following:			
A head of state/government, politician, senior public official, senior military official, senior public corporation officer, high rank political party official <u>in</u> Ghana YES / NO							
If yes to any above, please	e specify name (if not the a	pplicant) and nature of t	he position:				
A head of state/government official outside Ghana	ent, politician, senior public YES / NO	c official, senior military c	offical, senior public corpora	ition officer, high rank political party			
If yes to any above, please	e specify name (if not the a	pplicant) and nature of t	he position:				

*Client Additional Information (2)		
NB: THE FOLLOWING QUESTIONS ARE DESIGNED TO CAPTURE INFORMAT Account Tax Compliance Act)	TION FOR COMMON REPORTING STANDA	ARDS AS WELL AS FATCA (Foreign
Are you a citizen of any foreign country (besides Ghana)?	Yes	No
Do you hold passport of any foreign country (besides Ghana)?	Yes	No
Do you hold green card of any foreign country (besides Ghana)?	Yes	No
Are you resident in any foreign country?	Yes	No
Have you spent more than 183 days in any foreign country?	Yes	No
If the responses to any of the above questions is Yes, please provide the	ne following information:	
Full Name:		
Foreign Residential Address:		
Foreign Mailing Address:		
Foreign Telephone Number:		
Foreign Tax Identification Number (TIN)/Social Security Number (SSN).	 /National Identity Number:	
	<u> </u>	
I/We,	Hereby confirm th	e information provided above is
true, accurate and complete		e information provided above is
Signature:	Date:	
UNDERTAKING TO BE SIGNED ONLY BY THOSE WHO RESPONDED 'YES		
Subject to the applicable local laws, I hereby give consent to the Instit essary to establish my tax liability. Where required by domestic or fore	ign tax authorities, I give my consent ar	nd agree that the Institution may
withhold from my investments such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such amounts as may be required according to the such as the such amounts as may be required according to the such as the	ording to the applicable laws of relevar	nt jurisdictions.
Signature:	Date:	
*Client Additional Information (3)		
For Depository Participant Use Only		
Tick where applicable		
Local Individual (LI) Local Junior (LJ)		
Foreign Individual (FI) Foreign Junior (FJ) Resident Foreigner (FR)		
Verified by CSD Officer:	Signature:	
,		
(Name of Depository Participant Officer)		
Date: D D M M Y Y Y Y	Stamp:	
Client CSD Securities Account Number:		

For	Official Use Only						
13.	Risk Profile						
Risk I	Profile of Client	Yes		Medium 🗌		High	
AML	INFO	PEP	Undesirable		Watch-list	Black List 🗌	
14.	Approvals						
Acco	ount opened by:			Account aut	:horized:		
Nam	e of Licensed Officer:			Name:			
Posit	ion:			Position:			
Signa	ature:			Signature:			
Date	:			Date:			
Appr	roval by CEO:			Approval by	Compliance Office	r/AMRO:	
Nam	e:			Name:			
Signa	ature:			Signature:			
Date	:			Date:			
	ments: ounts of High Risk Nature mu	st be jointly app	proved by CEO/Execu	utive/Senior N	Manager and Comp	oliance Officer	
*Ap	plication Requirement	ts: Individua	ıl.				
SN	Docum	ents Required				Verified	
1.	*Passport-sized photographs	(Account holde	rs / Beneficiaries)				
2.	*Proof of Identity						
3.	*Proof of Identity of Account	Beneficiary					
4.	*Proof of Address						
5.	*Specimen Signature(s)						
6.	*Email Indemnity (for clients	with email addre	255)				
7.	*Proof of Foreign Address (for	r Non-Resident c	lients)				
8.	*Resident / Work Permit (for I	Non-Ghanaians)					
9.	*Executed Management Agre Clients)	eement (Strictly f	for High Net Worth				

Account Information

This leaflet contains information about your UMB IHL Investment Account. Please read and retain this booklet, which contains:

- · The terms of the Agreement between you and UMB IHL
- UMB IHL Investment Account Application Requirements
- Guide to Investments

The Terms of the Agreement Between You and UMB IHL

ALL INVESTMENT ACCOUNTS

UMB IHL shall not be liable for any loss or damages resulting from our failure to detect falsification, forgery or other defect in signature, authentication or legal capacity, save to the extent that it results from our negligence, willful default or fraud.

IN TRUST FOR ACCOUNTS (ITF ACCOUNTS)

ITF accounts can be opened only for beneficiaries less than eighteen years (18 years) in age. For these accounts the next-of-kin is automatically the person for whom the account is held in trust for and he/she can access the account at age 18.

Unless otherwise agreed, where more than one person enters the Agreement, the account(s) will be treated as joint and will be operated as per signatory instruction given. Where we are advised of a dispute with anyone else with whom you entered into this Agreement and you wish to terminate this Agreement, we will write to the other account holder(s) advising them of your intentions and requesting their confirmation of the instructions.

GIVING INSTRUCTIONS

For this account or service, we will accept instructions for transactions:

- · in writing:
- verbally: only for placing funds for investments
- electronically (via internet banking).

We will accept instructions only from signatories to an account, UMB IHL reserves the right to determine which form of instruction to accept. Instructions other than in writing would be accepted with an indemnity in the standard form provided.

Seven (7) working days notice is required for the amendment of investment instructions prior to maturity.

DISINVESTMENTS

Partial or full disinvestment prior to the terms of contract will attract a charge.

DISCRETIONARY INVESTMENT MANAGEMENT SERVICE

The Discretionary Investment Management Service is for clients who are happy to delegate the day-to-day running of their portfolio. After agreeing an investment strategy with you, we will manage your portfolio of assets at our own discretion while seeking to achieve that strategy's objective. We will not seek your consent prior to implementing investment decisions

NON-DISCRETIONARY INVESTMENT MANAGEMENT SERVICE

The Non-Discretionary Investment Management Service is for clients who wish to retain more day-to-day control over their investments. After agreeing an investment strategy with you, we will conduct regular reviews of your portfolio and make appropriate investment recommendations to help you to achieve your objective. However, we will need your express consent to undertake any transactions on your behalf for accounts you hold with us or third parties. You are therefore ultimately responsible for the performance of your portfolio.

FATCA REQUIREMENTS

UMB IHL is registered with the United States Internal Revenue Service (IRS) under the Foreign Account Tax and Compliance Act (FATCA) as a participating foreign financial institution in Ghana required to provide account information on all US Citizens and Lawful Permanent Residents of the USA. Therefore if you are a Citizen or Lawful Permanent Resident of the USA, please provide us with the following information:

- · Completed IRS Form W-9 or W-8BEN
- Non-U.S. passport or similar documentation establishing foreign citizenship; and
- · Written explanation regarding U.S. citizenship

EMAIL / TELEPHONE INDEMNITY

 $\ensuremath{\mathsf{UMB}}$ IHL may, but is not obliged to act on any instruction that claims to come from you since it is not possible for UMB IHL to confirm the authenticity of all email/telephone messages that claim to come from you. No email/telephone can be considered received by UMB IHL until you have either received a reply or read receipt from UMB IHL. You accept that unless otherwise advised in writing, UMB IHL shall communicate with you via electronic mail and you shall not hold UMB IHL liable for any losses, costs or legal consequences arising from such communication.

Guide To Investments

At UMB IHL there are several investment opportunities available to you. Brief information is provided below to help you with your investment decision(s). You can always contact us for investment advice.

DISCOUNT RATE

The interest rate applied when treasury bills are purchased at a discount.

EQUIVALENT INTEREST RATE

The interest rate applied when the interest on a treasury bill is paid on maturity.

COMMERCIAL PAPERS (CPS)

Commercial Papers or CPs are short-term debt instruments issued by corporations, typically for the financing of accounts receivable, inventories and meeting shortterm liabilities. Maturities on commercial paper rarely range any longer than 365 days, and 1-5 years in the case of debenture stocks. Interest rates on CPs are usually higher than those of Treasury bills. UMB IHL is the leading CP arranger in Ghana.

INVESTMENT OBJECTIVES AND RISK

The reasons for making an investment can be many. Below are some investment obiectives:

- Income
- Mortgage
- Education
- · Retirement Planning
- Others

LOWER RISK INVESTMENTS:

Generally sovereign debt or securities guaranteed by governments.

MEDIUM RISK INVESTMENTS

A diversified portfolio composed of investments that cut across the risk spectrum but predominantly made up of low risk assets such as Bank Fixed Deposits and Grade Bonds

HIGH RISK

Generally all types of securities of smaller companies, especially those with a short trading history.

COMPLAINTS

All complaints should be forwarded to your relationship manager If your complaint is not resolved to your satisfaction, kindly write to or call:

> The Executive Director UMB IHL, P. O. Box CT 1317 Cantonments, Accra. Tel.: +233 (0) 302 251137 / 8 Fax: +233 (0) 302 251 138 Email: info@umbcapital.com Website: umbinvestmentholdings.com