

**Instructions**

- By completing this form you are instructing us to record a cession on your unit trust investment, in favour of another individual or legal entity, to whom you are ceding your investment.
- Please send the completed form to **African Alliance Botswana Management Company Limited** at African Alliance House, Fairgrounds Office Park, Plot 50361, Gaborone, Botswana or fax to +267 318 8956.
- This form will be used to process your cession instruction only.
- If you want to cancel your cession, we will need a letter, in writing, signed by both parties (cedent and cessionary) on a company letterhead (where applicable).
- We will only proceed with the cession instructions once the form has been completed, dated and signed by you, the investor, and / or authorised signatories.
- Please initial the bottom of each page as well as any changes made on this form.

**1. Details of cedent (investor)**

Full name and surname/Entity name			
ID number (passport number if foreign national)/Registration number			
Please specify your investor account number			
<b>Cession to be noted against my partial interest (units) in the following unit trust(s)</b>	<b>Number of units/Amount in Botswana Pula</b>		

**2. Details of cessionary**

Full name and surname/Entity name			
ID number (passport number if foreign national)/Registration number			
Contact details of cessionary			
Contact person			
Physical Address			
		Postal code	
Telephone		Fax	
Email			

**3. Collateral cession for security**

Unit Trust Fund	Amount in Botswana Pula	Number of Units

**4. Important notes**

- 4.1. This form acts as your instruction to record a cession on this investment. This is not the actual cession agreement you will enter with the party to which you are ceding your investment.
- 4.2. The cedent is the person or legal entity in whose name the investment is held, ie the investor. The cedent cedes units in the investment to the cessionary (usually a financial institution).
- 4.3. The cessionary is the person or legal entity (usually a financial institution) in whose favour units in the investment have been ceded. The cessionary has full rights in the units that have been ceded to it.
- 4.4. The cession is recorded by restricting the cedent (the investor) from transacting on the units indicated in section 3.
- 4.5. As long as the cession remains in place, the cedent may not withdraw, transfer or switch the ceded units without the written consent from the cessionary. If the cessionary agrees, the cedent and cessionary will need to provide consent for the transaction to be processed.

**5. Terms and conditions**

- 5.1. The cedent and cessionary acknowledge and understand that the value of the investment may fluctuate from time to time unless it is a money market unit trust with a fixed price.
- 5.2. If no units or Botswana Pula amount is specified, the total unit balance will be ceded. If we receive a request to record a cession for an Botswana Pula amount, the Botswana Pula amount will be converted to the equivalent value of units. After we record the cession, the units will be priced at the latest available price.
- 5.3. The cedent and cessionary acknowledge and understand that the value of the investment may fluctuate from time to time. The cedent and cessionary accept the risk of such fluctuation and that it is their responsibility to monitor the value of the security given.
- 5.4. No withdrawals and switches will be allowed on ceded units without the written consent of the cessionary. If the total unit balance has been pledged, both the cedent and cessionary have to consent to a withdrawal. If only a portion of the unit balance has been pledged, the unpledged portion of the balance is available for withdrawal by the cedent and the consent of the cessionary is not required. If the cedent wants to withdraw from the pledged portion of the account, the consent of both the cedent and cessionary will be required.
- 5.5. We accept that the instructions we receive are correct and signed by the authorised individual or signatories (cedent and cessionary).
- 5.6. We will only carry out instructions that are complete and supported by accurately completed documents.
- 5.7. The cedent and cessionary understand that the cession will continue to be noted on our records until we are advised by the cessionary, in writing, that the record of cession should be cancelled.
- 5.8. We or our authorised agents cannot be held liable for direct or indirect damages arising from any cause as a result of us acting on the instructions in this form. Similarly, the cedent (investor) and cessionary will indemnify us, our directors, employees, representatives and agents against any claim that may result from us acting on the instruction in this form or any future instructions received from the cedent or cessionary following the record of a cession.

**6. Investor declaration**

- 6.2. I / We confirm that I have the authority and am legally competent to enter into and conclude this transaction, with the necessary legal assistance when it is required.
- 6.3. I / We have read and understood the contents of this cession form and agree to its terms and conditions.

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**Signature of cedent (investor)**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_