

Sanlam Beneficiary Fund

Request for special payment form

Note:

- This form is to be completed by the guardian or the major beneficiary (provided that the beneficiary is independent).
- The completed application form and supporting documents must be forwarded to the administrator at LBF@sanlam.co.za.
- An application for payment will only be processed once all the required information and documents (if applicable) have been provided to the administrator.
- Any special payment made will be deducted from the beneficiary's investment in the fund. Special payments will be approved or rejected based on the remaining investment of the beneficiary in the fund and the monthly income payable until the beneficiary becomes financially independent (according to the rules of the fund).

Special payments can lead to the depletion of the beneficiary's fund value before the beneficiary reaches the age of majority.

- Please submit one form per beneficiary/payment request.

SECTION A: Minor beneficiary's personal particulars

Member number:

Title:

Date of birth:

Full names and surname:

ID number:

Passport number:

SECTION B: Guardian's/Major beneficiary's particulars

Title:

Date of birth:

Full names and surname:

ID number:

Passport number:

Contact number(s)

Home:

Work:

Cell:

E-mail address:

SECTION C:

Important general information with regard to the special payment requests.

1. Payments cannot be made to credit card or bond accounts.
 2. Payments for the following will only be made directly to the related third party based on the fund's related policy:
 - a. Schools
 - b. Tertiary institutions
 - c. Registered motor dealers
 3. For the payment requests listed in 2 above to be considered, the following has to be submitted with this completed form:
 - a. A formal quotation from the third party not older than 3 months.
 - b. The banking details of the third party on a formal letter head / invoice.
 4. All other payments will be made into the approved bank account that is used for the regular annuity payments.
 5. Where no payments have been made to the requestor in the past, the following documents have to be supplied:
 - a. A bank statement not older than three months or a bank mandate of the banking details.
 - b. A copy of the account holder's Identity Document, Smart ID (include both sides) or birth certificate.
 6. For other payment requests (not listed in 2 above), further details and / or formal quotations might be required by the fund, depending on the type of claim and the amount.
 7. Special payment requests are at the discretion of the fund – bearing the best interest of the beneficiary in mind.
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SECTION D: Detail with regard to the special payment request.

Special payment request for (please complete only the applicable section):

School fees (refer to Section C)	R
Tertiary fees (refer to Section C)	R
Motor vehicle (refer to Section C)	R
Accommodation fees	R
School uniform	R
Transport cost	R
Stationary	R
Extra classes (for example Mathematics, Science, Art, Drama, etc.)	R
Casual clothes and/or shoes	R
Sport clothes and/or equipment	R
School tour / camp	R

If other, please specify – including the amount:

SECTION E: Declaration by the guardian/major beneficiary

I, _____ (full name of guardian/major beneficiary),

hereby declare that all particulars furnished in this form and accompanying documentation are true and correct.

Signature or right hand thumbprint of guardian/major beneficiary

Full name

Date

Disclaimer

Personal Information (PI) requested in this form is mandatory for operational and administrative processes, and to comply with regulatory requirements. If the mandatory information is incomplete, your request may not be processed. Sanlam Life Insurance Limited will take reasonable steps to ensure that the PI collected on this form is processed responsibly, kept safe and confidential, and does not unjustifiably infringe your privacy. You can read the Sanlam Privacy Notice on <https://www.sanlam.com/legal/pages/sanlams-privacy-policy.aspx> ; it can be sent to you on request. You can update your contact details by registering and logging onto our member portal here: <https://cp.sanlam.co.za> or email: SCClientCare@sanlam.co.za or call: 086 122 3646.