

FICA requirements checklist

1Life

Changing Lives

Investor FICA requirements – NATURAL PERSONS

Identity:	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Address:	Utility bill or similar reflecting the physical address (not older than 3 months)
Bank Details:	Bank issued document/statement, confirming the client's bank account details.
Tax:	An official document issued by SARS reflecting the tax registration number or a letter confirming that the client is not registered for tax indicating the reason. FATCA and CRS Self Certification Forms
For Offshore Investments:	<ul style="list-style-type: none"> • Proof of payment • Proof of source of funds Life / lives insured: Bar-coded identity document or a copy of both sides of a South African smart ID card / Passport

Investor FICA requirements – MINORS

Identity: <ul style="list-style-type: none"> • Minor • Person acting on behalf of Minor 	Unabridged birth certificate for minor, Bar-coded identity document/Passport or a copy of both sides of a South African smart ID card.
Authority:	Confirmation of legal guardianship (if not parent) or a letter of request from the person acting on behalf of the minor (if not legal guardian) to manage the minor's investment and receive relevant communication from Wealthport as the authorised person.
Identity: <ul style="list-style-type: none"> • Minor • Person acting on behalf of Minor 	Written confirmation of the Minor's residence Utility bill or similar reflecting the physical address (not older than 3 months) for the guardian.
Bank Details:	Bank issued document/statement, confirming the minor's bank account details.
Tax:	An official document issued by SARS reflecting the tax registration number or a letter confirming that the client is not registered for tax indicating the reason. FATCA and CRS Self Certification Forms

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Investor FICA requirements - COMPANIES

Company Ownership	Company organogram or written statement indicating the directors and shareholders in the company.
Registration information	CM1, Memorandum of Incorporation (CoR. 15.1A & CoR39). Proof of registration should reflect the directors' details.
Identity: <ul style="list-style-type: none"> • All directors • All authorised individuals 	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Address: <ul style="list-style-type: none"> • All authorised individuals • Company Business address 	Utility bill or similar reflecting the physical address (not older than 3 months)
Authority:	A letter of authority/resolution signed by the authorised directors of the company specifying the natural person/s authorised to act on behalf of the company.
For Shareholders (Natural Persons)	South African nationals with shareholding of 25% or more <ul style="list-style-type: none"> • Bar-coded identity document or a copy of both sides of a South African smart ID card / Passport
	Foreign nationals with shareholding of 25% or more: <ul style="list-style-type: none"> • Valid passport
For Shareholders (Companies)	South African companies with shareholding of 25% or more: <ul style="list-style-type: none"> • CM1/Memorandum of Incorporation/CoR 15.1A & CoR39). Proof of registration should reflect the directors' details.
	Foreign companies with shareholding of 25% or more: <ul style="list-style-type: none"> • An official document reflecting incorporation by a foreign regulator.
For Shareholders (Trusts)	Trusts with shareholding of 25% or more: <ul style="list-style-type: none"> • Letter of Authority document issued by the Master of the High Court • Registered trust deed or founding document indicating the names and identity numbers of all trustees and beneficiaries
Company Bank Details	Bank issued document/statement, confirming the company's bank account details.
Tax	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number FATCA and CRS Self Certification Forms for Entity and Controlling persons

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Investor FICA requirements – FOREIGN COMPANIES

Company Ownership	Company organogram or written statement indicating the directors and shareholders in the company.
Registration information	An official document of Incorporation approved by the foreign regulator
Identity: <ul style="list-style-type: none"> • All directors • All authorised individuals 	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Address: <ul style="list-style-type: none"> • All authorised individuals • Company Business address 	Utility bill or similar reflecting the physical address (not older than 3 months)
Authority:	A letter of authority/resolution signed by the authorised directors of the company specifying the natural person/s authorised to act on behalf of the company
For Shareholders (Natural Persons)	South African nationals with shareholding of 25% or more <ul style="list-style-type: none"> • Bar-coded identity document or a copy of both sides of a South African smart ID card / Passport
	Foreign nationals with shareholding of 25% or more: <ul style="list-style-type: none"> • Valid passport
For Shareholders (Companies)	South African companies with shareholding of 25% or more: <ul style="list-style-type: none"> • CM1/Memorandum of Incorporation/CoR 15.1A & CoR39). Proof of registration should reflect the directors' details.
	Foreign companies with shareholding of 25% or more: <ul style="list-style-type: none"> • An official document reflecting incorporation by a foreign regulator.
For Shareholders (Trusts)	Trusts with shareholding of 25% or more: <ul style="list-style-type: none"> • Letter of Authority document issued by the Master of the High Court • Registered trust deed or founding document indicating the names and identity numbers of all trustees and beneficiaries
Company Bank Details	Bank issued document/statement, confirming the company's bank account details.
Tax	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number FATCA and CRS Self Certification Forms for Entity and Controlling persons

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Investor FICA requirements – TRUSTS

Registration information	Letter of Authority granted by the Master of the High Court. Trust Deed and Founding document. A death certificate where the founder of the trust is deceased
Identity: • Founder of Trust • All Trustees • All Trust beneficiaries • All authorised individuals	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Address: • All authorised individuals	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Authority:	A letter of authority/resolution signed by the authorised directors of the company specifying the natural person/s authorised to act on behalf of the company
Trustees:	South African nationals with shareholding of 25% or more • Bar-coded identity document or a copy of both sides of a South African smart ID card / Passport
	Foreign nationals with shareholding of 25% or more: • Valid passport
Beneficiaries:	South African companies with shareholding of 25% or more: • CM1/Memorandum of Incorporation/CoR 15.1A & CoR39). Proof of registration should reflect the directors' details.
	Foreign companies with shareholding of 25% or more: • An official document reflecting incorporation by a foreign regulator.
Trust Bank Details:	Trusts with shareholding of 25% or more: • Letter of Authority document issued by the Master of the High Court • Registered trust deed or founding document indicating the names and identity numbers of all trustees and beneficiaries
Tax:	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number or a letter confirming that the trust is not registered for tax indicating the reason FATCA and CRS Self Certification Forms of entity and controlling persons.

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Investor FICA requirements - PARTNERSHIP

Registration information	Partnership agreement indicating the incorporation number and registered name
Identity: <ul style="list-style-type: none"> All partners All authorised individuals 	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport Trust as partner: <ul style="list-style-type: none"> All FICA documents as required for Trusts
Address: <ul style="list-style-type: none"> All authorised individuals Partnership address 	Utility bill or similar reflecting the physical address (not older than 3 months)
Authority:	A letter of authority/resolution signed by the authorised persons specifying the natural person/s authorised to transact on behalf of the partnership.
Partnership Bank Details	Bank issued document/statement confirming the FSP's bank account details.
Tax:	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number if issued FATCA and CRS Self Certification Forms of entity and controlling persons.

Investor FICA requirements – CLOSE CORPORATION

Registration information	CK1 registration document indicating member details
Identity: <ul style="list-style-type: none"> All CC members All authorised individuals CC Business Address 	Utility bill or similar reflecting the physical address (not older than 3 months)
Authority:	A letter of authority/resolution signed by the authorised members of the CC specifying the natural person/s authorised to act on behalf of the Close Corporation
CC Bank Details	Bank issued document/statement confirming the FSP's bank account details.
Tax:	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number if issued FATCA and CRS Self Certification Forms of entity and controlling persons.

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Investor FICA requirements – SOLE PROPRIETOR

Identity: <ul style="list-style-type: none">• Sole Proprietor / Representative	Bar-coded identity document or a copy of both sides of a South African smart ID card /Passport
Address: <ul style="list-style-type: none">• Sole Proprietor / representative• Sole Proprietorship Business Address	Utility bill or similar reflecting the physical address (not older than 3 months). Business address can be provided by means of a written statement on a letterhead of the Sole Proprietor.
Sole Proprietor Bank Details	Bank issued document/statement confirming the Sole Proprietorship bank account details.
Tax:	Proof of VAT registration if applicable An official document issued by SARS reflecting the tax registration number if issued FATCA and CRS Self Certification Forms