

*LES Account number* .....

*Received and checked by* .....

*Date received* .....

*Date opened* .....

*Form and attachments scanned by* .....

*Verification done by* .....

*Issues :* .....

	CSD Account Number												Custodian or Settlement Agent											
ZSE																								
VFEX																								
CDC																								
FINSEC																								

**Client Identification and Other KYC Details**

Surname							
Forenames							
ID Number		Date of Birth	DD/MM/YYYY				
Occupation/Nature of Business		Source of Income/Funding					
I had a stockbroking account with you prior to the year 2009 (a ZimDollar account) (please tick accordingly)			<table> <tr> <td>Yes</td> <td></td> </tr> <tr> <td>No</td> <td></td> </tr> </table>	Yes		No	
Yes							
No							

**Contact Details**

Home Telephone Numbers:	
Mobile Telephone Numbers:	
Work Telephone Numbers:	
Email Address(es):	
Physical Address:	
Postal Address:	

\*Dividend advice slips, corporate documents/notices and other general communications will be sent to the addresses above \*Email recipients above including the settlement agent will receive emails \*LES Broker's Notes and all LES printed reports are to be collected from our offices unless prior arrangements are agreed

Stockbroking Account Type Required	Tick	Banking Details (indicate if Zim. or Foreign Domiciled) Ensure details are accurate as Trade Settlements and Dividend Payments will be sent to these banking details directly by the Custodian/Settlement Agent and Transfer Secretary respectively.	
• Resident (Individual)		Bank Name:	
• Deceased Estates		Branch Name	
• Non-Resident (Individual)		Branch Code:	(4/5 digit code for Zim banks)
• Other (specify)		Account Name:	
		Account Number:	
Other persons authorised to give instructions (Give Full Names and ID numbers and attach certified copies of ID)		Swift/Routing Number:	
		Currency:	
		Bank Street Address: (including city and country if foreign)	
1) .....			
2) .....			
3) .....			

**Client Declaration**

I acknowledge that I have read and understood the terms, conditions and fees for operating a trading account as stated on the **LES ACCOUNT MANDATE** (provided overleaf or as separate attachments) and declare that the information provided on these forms and other attachments in support of this application are true, valid and complete. I declare that all funds invested through **LES** are not the proceeds of unlawful activities and further declare that I have not contravened any **Anti-Money Laundering, Combating Financing of Terrorism and Counter Proliferation Financing** or any other legislation and regulation applicable to Zimbabwe or any other territory from/to which funds are being remitted. I acknowledge and understand that **LES** will be responsible for execution and settlement of our trade orders unless the client provides Standard Settlement Instructions (SSIs) confirmed with a locally licensed custodian or settlement agent. I further acknowledge that **LES** will not accept any responsibility for not exercising any of the client's rights and/or options arising from any corporate actions and incidental accruals in respect of securities registered in the client's name.

**Full Name(s) :**

**Signature(s) :**

**Date :**

DD/MM/YYYY

## Client Professional and Financial Information

My Profession is:	Source of Funds	Tick	Gross Annual Income (USD)	Tick	Total Net-worth (USD) (cash; other financial assets; movable and immovable property)	Tick
I am Self-Employed doing:	Salary		0 - 5,000		0 - 10,000	
	Business		5,001 - 10,000		10,001 - 20,000	
I am a Student at:	Loan		10,001 - 25,000		20,001 - 50,000	
	Inheritance		25,001 - 50,000		50,001 - 100,000	
I am Retired from:	Gift		50,001 - 100,000		100,001 - 200,000	
	Other (specify)		100,001 - 200,000		200,001 - 500,000	
Other (specify)			200,001 +		500,001 +	

**Dividend Disposal Mandate:** All cash dividends declared and paid from time to time should be: **Tick**

1. Paid to my bank account as provided on the main details form.	
2. Paid out to the Lynton-Edwards Stockbrokers (Pvt) Ltd Trust Account for:-	
(a) Reinvestment into the same counter/Issuers' shares that has declared the dividend	
(b) Reinvestment as instructed by myself through normal order placement processes	

It is very important to note that **LES are not involved in the collection or distribution of dividends** and investors remain solely responsible for ensuring any dividends due to them are paid and correctly allocated into their trading accounts by forwarding any dividend advice slip to **finance@lynton-edwards.co.zw** as soon as they are received and making the relevant checks and reconciliations to the monthly statements.

**Ultimate Beneficial Ownership of invested funds** (all natural persons who own/control 10% or more of the investment whether directly or indirectly through proxies or other investment vehicles)(Please provide separate schedule if they exceed space provided)

Full Name	Nationality	Country of Residence	Holding
1.			%
2.			%
3.			%

**Do you own, operate, manage or are otherwise involved with:** **Yes** **No** **Gross Revenue (US)**

High cash turnover businesses such as Bars, Clubs, Takeaway Restaurants, Transport (kombis/taxis/buses), Casinos, Gaming and Gambling businesses			\$
Financial/Money Service businesses such as Bureaux De Change, Money Transfer Agency, Mobile Money Agency (EcoCash/OneMoney/Telecash), Microfinance Institution, Development Financial Institution			\$
Businesses involved in computer or mobile phone importation, distribution and repair, high technology services, telecommunications services			\$
Mining, including small scale gold mining, or otherwise deal in other precious minerals including their refinery and jewellery			\$
High profile Charities, Foundations, Cultural Associations, Sports Associations or any other high profile community or social organisations			\$
Businesses in a war torn country or any country in conflict or civil strife, including having citizenship or residence or frequent travel to such countries			\$

**Self-declaration of regulatory status** **Yes** **No**

Are you a Politically Exposed Person (PEP)? <i>(A <b>PEP</b> is an individual with a high profile politically role or who has been entrusted with a prominent public function, including a senior role in State Institutions)</i>		
Are you a close relation of a Politically Exposed Person?		
Are you on a sovereign or international sanctions list such as; United Nations Security Council (UNSC), European Union (EU), Office of Foreign Assets Control (OFAC), any other International, Regional, National or Professional Body?		
Have you previously received or are currently under regulatory or supervisory sanction/action taken by a government agency or sovereign court in any jurisdiction with respect to your financial dealings?		
If <b>Yes</b> to any of the above, please specify in detail:		

### **LYNTON-EDWARDS STOCKBROKERS (LES) ACCOUNT MANDATE**

**1. Placement of Order:**

- a) All Buy and Sell Orders must be in writing and these can be placed by way of any acceptable electronic means or by way of telephone followed by written confirmation in any acceptable electronic format that ensures there is an adequate and auditable trail.
- b) Sell Orders will automatically be validated by the Automated Trading Systems (ATS) and LES shall not be held responsible for any failed orders arising from accounts with insufficient shares or incorrect Automated Trading Systems (ATS) and/or Central Securities Depository (CSD) account numbers being received from clients or what-so-ever reasons outside of LES's control.
- c) Buy Orders will only be executed once funds have been received in advance in our trust account or when acceptable proof of funding is verified or when Standard Settlement Instructions (SSIs) are confirmed with a locally licensed custodian or settlement agent. Refer to point 2. d) and e) below.
- d) LES is authorised to deduct any and all statutory fees, commissions, charges, levies, taxes and any other deductions as may be gazetted by the Securities and Exchange Commission of Zimbabwe (SECZ) from time to time, including any additional custodial, settlement and bank charges on settlement of trades.
- e) LES will execute all orders at market prices using their professional discretion, as allowed by the Rules and Regulations, on all orders received without specified limits.

**2. Trade Settlements (for both Buy and Sell Orders):**

- a) I acknowledge that the securities settlement process is an automated process handled by the Central Securities Depository (CSD) and its participants and therefore indemnify LES against any losses arising as a result of any errors, omissions or delays in transmissions during settlements.
- b) Payments to clients after the sale of shares will be made strictly on a T+3 basis or as determined by the various exchanges from time to time. Settlement will be through the Central Securities Depository (CSD) and the appointed custodian or settlement agent, strictly as per the banking details given on the various account opening forms. It is the client's responsibility to ensure that correct settlement details are always maintained by LES, the custodian or settlement agent as well as the Central Securities Depository (CSD) and I indemnify LES against any losses resulting from incorrect or outdated details.
- c) I understand that payments made via ZETSS, RTGS, Swift or any other method are irrevocable and irreversible and I indemnify LES against any losses arising as a result of these transactions. No responsibility will be accepted for any errors, omissions or delays in transmissions arising from circumstances beyond the control of LES.
- d) Payment for Buy Orders should be made prior to or on the date of order by way of bank transfer or deposit with proof of such transfer being delivered by any acceptable electronic means or physically to LES. Delays in receiving the funds or such proof of transfer will delay execution of any pending orders for which LES will not accept responsibility.
- e) LES is authorised to realise any securities held in terms of this mandate, subject to the Rules and Regulations of the respective exchanges, should the client fail to make payments within a reasonable time to liquidate debts and trading shortfalls due to LES that ensure successful settlement of their trades. In the event that such a process results in a loss, LES shall be entitled to recover such amounts from the defaulting client. In the event of late or defaulted payment, LES reserves the right to charge interest on the overdue amount at the prevailing overdraft rate and all interest shall be capitalised monthly in arrears.

**3. Automated Trading System (ATS)/Central Securities Depository (CSD) Account(s):**

- a) The client will provide LES with a valid CSD/ATS account number that will be used for all their securities settlements and where such account has not yet been opened, the client undertakes to provide all documentation and do everything required to open a CSD/ATS account in the shortest possible period. If LES is required to assist the client to open such an account, the client mandates LES to administer and act on their behalf in all trading aspects of the account and attend to all matters arising so as to be able to continue trading and settling such trades as envisaged under the Rules and Regulations and terms of the CSD/ATS account and this mandate.
- b) The client warrants that they have good title to any securities that may be held in their CSD account(s) from time to time and that any securities offered will be free of any pledge or other encumbrance and will be good for settlement per the Rules and Regulations of the respective CSD in force from time to time. I indemnify LES against any losses arising as a result of improper/rejected securities or settlements belonging to the client.
- c) The client warrants that all CSD participants or agents involved in the settlement of their trades act on their behalf and have full authority to intermediate and/or conduct business on their behalf and the client hereby indemnifies LES against any losses arising as a result of any action of these participants or agents and as a result of any errors, omissions or delays in transmissions arising from settlement that are beyond the control of LES.
- d) The client might be requested to get any or all of their securities and/or CSD/ATS account number(s) validated by the respective Transfer Secretary, custodian, settlement agent or CSD. If the client fails to do such validation for any reason, LES will do such validation on their behalf and LES will not be responsible for wrong client details.

**4. Corporate actions and related corporate activities:**

- e) Unless advised by the client in writing within the cut-off date, LES will not take any responsibility for not exercising any of the client's rights and/or options arising from all or any corporate actions and incidental accruals in respect of securities registered in the client's name or nominated beneficiary.
- f) In instances where physical securities might still be involved, LES will deal with these according to the rules of holding such securities for the purpose of dealing in them as required by the terms of this mandate or the rules of handling the securities of the client incidental to the performance and execution of the client's instructions and the client hereby indemnify LES for any loss of such physical securities for any reason what-so-ever should it occur.

**5. Client Master File:**

- a) LES shall maintain at all times a client master file in either electronic and/or physical form that will contain all the documentation received from the client in relation to the establishment of an account with LES.
- b) All information acquired by LES shall be treated as confidential and LES will not disclose such information to third parties without first obtaining permission from the client, unless there is a legal right or duty to disclose, or it is in the public interest to do so after receiving a formal request in writing following applicable rules, regulations and procedures from any bona fide authority within Zimbabwe.
- c) The client shall advise LES, their custodian or settlement agent and the CSD in writing of any change to the client's address, bank account details, contact numbers and any other relevant information, failing which, LES shall not be liable for any loss occasioned directly or indirectly from such failure.

**6. Indemnity:**

- a) Whilst LES will use its best endeavors at all times, the client shall have no claim for any loss resulting from the client's investment objectives, if any, not being satisfied or from the client relying and/or acting upon advice, information or opinions furnished by LES or its employees from time to time.
- b) The client agrees and warrants that all persons authorised to give instructions to LES in terms of this mandate on behalf of the client shall be deemed to have all consents and authorities of the client to do so unless otherwise instructed in writing by the client.

**7. Anti-Money Laundering; Combating Financing of Terrorism and Countering Proliferation Funding Declaration**

- a) I further declare that all copies of documents submitted are exact duplicates/photocopies of the unaltered original documents and that I understand that I may be required to present the original documents should these be required by any competent authority having following applicable rules, regulations and procedures.

I \_\_\_\_\_ ("the Client"), undersigned hereby requests and authorises Lynton-Edwards Stockbrokers (Pvt) Ltd (LES) upon the specific instructions received from me from time to time to purchase and/or sell securities and financial instruments (collectively, "securities") on my behalf and for my account(s) and to take steps incidental thereto and generally to act on my behalf as LES deems to be in my best interests but subject at all times to the Rules, Regulations and Directives of the Securities and Exchange Commission of Zimbabwe (SECZ) and applicable legislation in force from time to time, including the Rules and Regulations of all the automated trading platforms and central securities depositories (collectively, "the Rules") that LES is a member of and the terms of this mandate or the up-to-date version of this mandate that might be in force from time to time. To this end, LES is hereby instructed and authorised to open, operate and administer in my name an account and/or accounts as envisaged and governed by the Rules, Regulations and Directives and the terms of this mandate, including to instruct other participants in all matters incidental to trading and settling of such trades on the account(s). Words and phrases used in this mandate shall have the meanings assigned to them in the Rules, Regulations and Directives. This mandate shall commence upon signature hereof and shall endure indefinitely until terminated in writing to that effect subject to all accrued rights and obligations.

Full Name(s) : \_\_\_\_\_

Signature(s) : \_\_\_\_\_

Date : \_\_\_\_\_ DD/MM/YYYY