

Personal Information

Marital Status: (check one) Single Married Other (Please Specify).....

For KIDZ WEALTH ITF accounts: Name of Child.....

Personal Details	Individual 1	Individual 2
First Name		
Middle Name		
Last Name		
Birth Date		
Retirement Age		
Nationality		
Political Status		
Gender (Male/Female)		

Address		
Address for Correspondence:		
Residential Address:		
Ownership Title of Residence:	Please tick the appropriate box <input type="checkbox"/> Self owned <input type="checkbox"/> Owned by relation <input type="checkbox"/> Owned by a friend <input type="checkbox"/> Rented	
City, State		
	Individual 1	Individual 2
Home Phone		
Work Phone		
Mobile Phone		
Email Address		
Web Page		

Employment	Individual 1	Individual 2
Employment status	Please tick the appropriate box <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Other	Please tick the appropriate box <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Other...
Employment Sector	<input type="checkbox"/> Public <input type="checkbox"/> Private	<input type="checkbox"/> Public <input type="checkbox"/> Private
Occupation		
Nature of Business		
Position /Title		
Employer		
Date Employed		
Work Address		
City		
Work Phone		
Email		
Fax		
Other Income Sources		
Source of Initial Deposit		
Total Monthly Income Range (GH¢/US\$)	Please tick the appropriate box <input type="checkbox"/> Below 5000 <input type="checkbox"/> 5000-10,000 <input type="checkbox"/> 10,000-25,000 <input type="checkbox"/> 25,000-50,000 <input type="checkbox"/> 50,000– 100,000 <input type="checkbox"/> 100,000 and Above	

Requirements: (1) a copy of client's utility bill, (2) a map giving direction to the client's place of residence, (3) a copy of the client's picture ID (issued by a state agency) and (4) two passport size pictures of client.

Beneficiaries:

Name	Relationship	Birth Date	%

Investment Restrictions

Are you comfortable investing in brewery stocks? Yes No

Are you comfortable investing in tobacco stocks? Yes No

Other restriction(s) _____

Would you want a Pan African investment strategy? Yes No

If yes, list any country in Africa you would include.

1	
2	
3	
4	
5	

As a valued client, you have the option of selecting from a bouquet of four (4) investment management styles.

How do you expect your portfolio to be managed?

- 1. Customized Portfolio PWM** – This option gives you the autonomy of selecting your own classes of investment instruments. We will agree with you and invest in some or all of the following investment pools: Listed Equity Investments in Ghana, Listed Equity Investments in selected African countries, Equity Mutual Funds, Money Market Mutual Funds, Balanced Mutual Funds, Ethical Mutual Funds, Government of Ghana Treasury Bills, Listed Bonds, Unlisted Bonds, Commercial Papers, Fixed Deposits, Certificates of Deposits Real Estate Funds and other Alternative Investment Schemes. Percentage allocations in each of these instruments will be discussed and agreed with you. Depending on your Asset under Management (AUM) level, your funds are managed either as part of a pool (which reflects your specific investment mandate) or as a separate portfolio.
- 2. Databank Executive Wealth Pool (PWMFIF)** – This pool of funds will consist mainly of fixed income instruments traded in Ghana and in selected African countries. These will include: Money Market Mutual Funds, Government of Ghana Treasury Bills, Listed Bonds, Unlisted Bonds, Commercial Papers, Fixed Deposits and Certificates of Deposits. This fund will have 100% of your investible amount invested in fixed income instruments.
- 3. Databank Dollar Wealth** – This option gives you the autonomy of selecting investment schemes that suit your specific investment characteristics, while preserving the value of your funds in dollar terms. The Dollar Wealth Investment Package is positioned to meet the needs of investors who seek to grow their wealth while avoiding the risks associated with the volatility of the Ghana Cedi. The investment package builds in portfolio insurance that ensures that downside risk of your investment is minimized. Investment option under this package ranges from fixed income securities, equity investments, exchange traded funds and pooled investments as well as alternative investment schemes. Depending on your AUM level, your funds are managed either as part of a pool (which reflects your specific investment mandate) or as a separate portfolio.
- 4. Databank Kidz Wealth Pool** – This fund shall have a combination of listed equities and fixed income securities traded in Ghana and in selected African countries. This fund will have an equity range from 50% - 85% and a fixed income range of 15% - 50%.

MANAGED ACCOUNT MANDATE

In pursuance of the Managed Account Agreement dated, I/we the undersigned..... (hereinafter referred to as "**The Client**") hereby request and authorize you, Databank Asset Management Services Limited (hereinafter referred to as "**Damsel**"), to operate a managed account at your absolute discretion and upon the terms and conditions of the said Agreement and the Securities Industry Act 2016, (Act 929).

This mandate applies to the following Client's Account number/s in the Books of Damsel:

.....

Any arrangement entered into in accordance with this Mandate or the terms of the said Agreement shall not affect my/our right at any time, subject to the provisions of the said Securities industry Act, to require the payment to me/us or to my/our order, upon request, any cash held on my/our behalf by Damsel or in my/our name with Databank Asset Management Services Limited or for the delivery of securities, currency, money market instruments, unit trusts and derivatives held by Damsel on my/our behalf.

The annual fee for the management of the Account will be -----% **p.a.** of average funds under management. This fee will not be subject to alteration by Damsel without my/our prior consultation, written agreement.

This mandate can only be revoked by notice in writing sent by registered post to the other party and the revocation will only be effective when such notice has been received by the other party.

DATE

CLIENT SIGNATURE

THIS MANAGED ACCOUNT AGREEMENT is made the..... day of20...
BETWEEN DATABANK ASSET MANAGEMENT SERVICES LIMITED, a company
incorporated under the laws of Ghana and whose registered office is situated at 61 Barnes Road,
Adabraka Accra, in the Greater Accra Region of the Republic of Ghana and whose postal address
is Private Mail Bag, Ministries Post Office, Accra, aforesaid (hereinafter referred to as **DAMSEL**)
of one part AND
.....of.....
.....and whose postal address is Post Office Box Number.....,
(hereinafter referred to as the Client) of the other part.

WHEREAS:

- (a) Damsel is an Investment Manager duly licensed by the Securities and Exchange Commission as providing investment services including discretionary managed Accounts for clients;
- (b) The Client has requested Damsel to operate on its behalf such a discretionary managed Account(s); and
- (c) Damsel has agreed with the Client to provide such service to the Client on the terms and conditions hereinafter appearing.

NOW THEREFORE IT IS HEREBY AGREED as follows:

1. Damsel is hereby authorized to buy or sell securities for the client's Account at Damsel's discretion and to act for the client in connection with the client's securities and cash without prior consultation.
2. Damsel shall deposit for the client's account and with a Bank or as the law may require all cash received by Damsel in respect of or arising from the operation of this Account on the client's behalf upon receipt of such cash.
3. Damsel is hereby authorized to withdraw from the client's account with a bank such amounts as are necessary from time-to-time to pay for securities purchased for the client and to effect such other payments as are necessary in the operation of the client's managed account.

4. Damsel shall hold for the client in safekeeping all securities purchased for the client and to effect such other payments as are necessary in the operation of the client's managed account.
5. Damsel shall hold for the client in safekeeping all securities arising from the operation of this Account in compliance with the provisions of the Securities Industry Act, 2016 (Act 929) as amended from time-to-time. Such securities are to be registered in the name of the client
 - a. The Client hereby authorizes Damsel to withdraw any securities held in terms of paragraph 5 above for the purposes only.
 - i. of delivering the securities to the client or to the client's order; and/or
 - ii of dealing with the securities when necessary in terms of the operation of the client's managed Account.
6. Any arrangement entered into in terms of this Agreement shall not affect the client's right at any time subject to the provisions of the Securities Industry Act as amended from time-to-time or any re-enactment thereof to require the payment to the client or to the client's order, upon request, any cash held on the client's behalf by Damsel or in the client's name with a bank or for the delivery of securities held by Databank on the client's behalf.
7. It is hereby agreed and noted that the client's investment objectives are:

To achieve the highest possible return consistent with the client's investment characteristics as reflected in his risk tolerance level, return objectives, liquidity needs, time horizon and any other unique investment circumstances.
8. Damsel undertakes that all dividends declared in respect of shares held by Databank and belonging to the client and to which the client is entitled will be credited to the client's Account and dealt with as follows:
 - a. Paid to the client quarterly/semi-annually/annually; or
 - b. Transferred on the client's order to.....
.....
quarterly/semi-annually/annually; or
 - c. A monthly payment to be made to the client against the balance on this Account; or
 - d. Reinvest dividends
9. Damsel undertakes to visit the client periodically and present the security holdings

performance and transactions on the client's portfolio. Strategy and investment needs of clients shall be discussed during these meetings

DAMSEL'S FEES

10. The annual management fee for this service will be.....per annum of average funds under management. This fee will not be subject to alteration by Damsel without prior consultation and written agreement with the client.

EMAIL INDEMNITY

11. This is to state that transactions on my account would ordinarily be authorized by me in person or in writing with my original signature and ID. I however reserve the right to issue instructions for transactions on my account by fax, email or telephone call at the discretion of Databank.

I further wish to state that I am aware that fax, email and telephone authorizations are insecure and can be tampered with.

By my signing this form, I agree to indemnify or absolve Databank Financial Services Limited and all the companies in the Databank Group (*Databank Asset Management Services Limited, Databank Brokerage Limited and Databank Private Equity Limited*) from any losses and all other liabilities that may occur as a result of my decision to authorize transactions by fax, telephone and email in respect of any or all of my accounts with all the companies in the Databank Group.

I further agree that this indemnity shall continue to be binding until such a time that I shall cancel it in writing, in which case the option to transact business on my account with any of the companies in the Databank Group by means of telephone, email or fax instructions shall immediately cease.

APPLICABLE LAW, LIABILITES AND SETTLEMENT OF DISPUTES

12. Damsel hereby undertakes:
 - a. To carry out the terms of this Agreement in accordance with the provisions of the Securities Industries Act;
 - b. To try to achieve the best results possible which are compatible with the client's objectives, but Damsel cannot be held responsible or be liable for any losses the client may sustain unless attributable to fraud, bad faith, or proven gross negligence on the part of Databank.

- c. To act in good faith and with due diligence and subject to this shall not be liable for the negligence, default or fraud of any person, firm or company through whom transactions are effected for the Client's account including, without limitation, any broker, banker or Custodian or any agent, nominee or sub-custodian of any of them
 - d. To give no warranty as to the performance or profitability of any of the assets held in the Portfolio, subject to Damsel's actions in good faith and diligence
 - e. The parties agree that all misunderstandings, defaults or disputes that cannot be discussed, remedied or settled shall be referred to arbitration under the provisions of the Alternative Dispute Resolution, Act 2010 (Act 738) or any statutory modification or re-enactment thereof for the time being in force
13. This Agreement shall be governed by the laws of the Republic of Ghana and parties agree to submit to the jurisdiction of the Ghanaian courts in any matter or claim arising under or in connection with this agreement.

DURATION OF AGREEMENT, AMENDMENTS AND TERMINATION

- 14. This Agreement may be terminated by either party giving 30 days' notice in writing sent by registered post or delivered personally to the other party.
- 15. Termination of this Agreement or removal of assets from the Portfolio shall not affect any outstanding orders or transactions or other legal rights or obligations which may already have arisen. Damsel will use its best efforts to complete or cease transactions already in progress at the time of termination or removal.
- 15. Damsel shall use its best efforts upon notice of termination to transfer custody of all assets in its custody to the Client or its authorised agents.
- 16. Upon termination of this Agreement, Damsel shall, at the expense of the Client, transfer or cause to be transferred to the Client, at written direction of the Client, all the Assets not already invested.

ACKNOWLEDGEMENT OF RISK

- 17. The Client acknowledges that it understands and is aware of the various risks that are involved in holding a Portfolio of investments and especially the risks and exposure that may arise from holding equity, bond investments or alternative investments

CONFIDENTIAL RELATIONSHIP

18. The parties to this Agreement will keep confidential at all times, information acquired in consequence of it, except for information which they may be entitled or bound to disclose by written request of the client, under compulsion of law, or where requested by regulatory agencies, or to their professional advisers where reasonably necessary for the performance of their professional services.

AS **WITNESS WHEREOF** the parties hereto have executed this Agreement the day and year first above written.

For and on Behalf of Databank
Asset Management Services Limited

For and on behalf
of Client

Name of DAMSEL representative

Name of Client

Signature of DAMSEL representative

Signature of Client