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## APPLICATION FORM

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Make deposits yourself. Any deposit given to a third party or a Databank staff member on your behalf is done at your own risk. Databank will not be held liable if the money does not reflect in your account. Please ensure you get an official stamped receipt for any deposit you make.

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Official use only

PEP

RP:  High  Low

## DATA BANK HOUSING ACCOUNT APPLICATION FORM – INDIVIDUAL

### SECTION 1: PLAN INFORMATION

Individual  Joint  ITF (In trust for children under 18 years)

### SECTION 2: PERSONAL DETAILS (TO BE COMPLETED BY ALL APPLICANTS)

#### FIRST APPLICANT

Title:  Dr.  Prof.  Mr.  Mrs.  Ms.

Surname:

First Name(s) and Other Names:

Postal Address:

Residential Address:

Email:

Annual Income

Below GHC 5,000  GHC 5,000 – 9,999  
 GHC 10,000-19,999  Above GHC 20,000

Other sources of income: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Widowed

Mobile Phone:

Residential Phone:

Nationality:

Country of Residence:

Occupation (e.g. Student, Doctor, etc.):

Name of employer/school:

Level of education:

Basic  Secondary  Diploma  
 1<sup>st</sup> Degree  Advanced Degree  Other

Mother's Maiden Name:

Date of Birth:

DD MM YYYY

Gender:

Male  Female

Valid Photo ID:

Passport  Voter's ID  
 National ID  
 Driver's license  
 Other \_\_\_\_\_

ID Number:

Date of expiration:

DD MM YYYY

#### SECOND APPLICANT

Title:  Dr.  Prof.  Mr.  Mrs.  Ms.

Surname:

First Name(s) and Other Names:

Postal Address:

Residential Address:

Email:

Annual Income

Below GHC 5,000  GHC 5,000 – 9,999  
 GHC 10,000-19,999  Above GHC 20,000

Other sources of income: \_\_\_\_\_

Marital Status:  Single  Married  Divorced  Widowed

Mobile Phone:

Residential Phone:

Nationality:

Country of Residence:

Occupation (e.g. Student, Doctor, etc.):

Name of employer/school:

Level of education:

Basic  Secondary  Diploma  
 1<sup>st</sup> Degree  Advanced Degree  Other

Mother's Maiden Name:

Date of Birth:

DD MM YYYY

Gender:

Male  Female

Valid Photo ID:

Passport  Voter's ID  
 National ID  
 Driver's license  
 Other \_\_\_\_\_

ID Number:

Date of expiration:

DD MM YYYY

#### ITF INSTRUCTIONS

Surname:

First name

Date of birth (DD/MM/YY)

(1) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



## DECLARATION FORM

Please read the following carefully before completing the application form. Sign it and return it to the Databank representative only after you have satisfied yourself that you fully understand the provisions do not hesitate to approach a Databank representative for any clarification.

### 1. Investment purchase

All investments will be purchased daily. However, investments with cheques will be invested using the share price on the day the cheque clears.

### 2. Disclosure policy

Databank strives to be transparent in all its dealings with clients. As such, we will take the time to explain all the risks, limitations, opportunities, and facts about this investment you are about to make. If you are unsure of anything, we request that you ask the Databank representative for any clarifications and information you require to make a decision.

### 3. Underlying investment

Databank MFund Limited (MFund) serves as the underlying Fund used for the Databank Housing Account. MFund seeks to preserve investors' capital through investments in high-yielding, high-quality fixed-income securities, while simultaneously meeting the liquidity needs of clients.

### 4. Performance guarantees

The value of your investment may rise and fall. **Past performance does not guarantee future returns.** Gains/losses are realized only upon disinvestment. Please read MFund's Scheme Particulars before investing. It is available at [www.databankgroup.com](http://www.databankgroup.com).

### 5. Front load fees

Each deposit into the Databank Housing Account attracts a front-load fee of 0.5%.

### 6. Withdrawal policy

While the recommended holding period for the Databank Housing Account is a minimum of five (5) years, you can place a withdrawal request on your account at any time. Please note, however, that if you withdraw before 5 years you will forfeit the additional benefits that are unique to DHA. You will receive proceeds of your withdrawal after one (1) business day of a withdrawal request.

### 7. Direct debit

I/We the undersigned hereby authorize the bank to deduct my/our periodic contributions for the benefit of my/our Databank mutual fund account as indicated above, subject to the terms and conditions provided below. Databank MFund is hereby indemnified

against any claim or liability that may arise, but is not limited to my/our providing the wrong bank details, personal Databank account number, or any other error in my/our instructions in respect of which Databank acts in implementing my/our direct debit authorization. The efficiency of the direct debit scheme is monitored and protected by all parties involved. If an error is made by Databank or any of the processing banks, the client is guaranteed a full and immediate refund to their own bank account by the originator of the error. The client can cancel this mandate at any time by writing to Databank at least one month before the date of the next deduction. The fee for Direct Debit stands at GHC 3.00. The fee for this transaction is subject to change – 30 days' notice will be provided to clients. **For GCB Account holders, your GCB account will be debited between the 19th of each month and the 10th of the following month, after which funds will be forwarded to Databank.** This direct debit mandate supersedes all previous standing orders to Databank. Where there are insufficient funds in the client's bank account to honor the client's obligations under the direct debit mandate, the client's Databank mutual fund account will be debited GHC 5.00 for such failure accordingly.

### 8. Declaration

**(Kindly append your signature and date):**

I declare that I have read and understood the terms and conditions of the Databank Housing Account and that returns on MFund (the underlying Fund) are not guaranteed. Any deposit given to a third party or a Databank staff member on my behalf is done at my own risk. Databank will not be held liable if the money does not reflect in my account. I consent for a lien to be placed on my account for the first five years in accordance with provisions 1 to 7 on this form.

**Please ensure you get an official stamped receipt for any deposit you make at a Databank location or one of its partner banks**

Signature: \_\_\_\_\_

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

\_\_\_\_\_  
Signature (for joint account holders)

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

## OFFICIAL USE ONLY

Name:	Branch	Signature	Date
Account Signup: _____	_____	_____	_____
Account Setup: _____	_____	_____	_____
Account Review: _____	_____	_____	_____

**How did the client hear about the Databank Housing Account:**   
 Newspaper ad   
 Radio   
 Website   
 Family/Friend   
 Other \_\_\_\_\_