



GUIDED BY EXPERIENCE

COMPANY Profile



The portfolio investment and wealth managers



Everest Wealth Management (PTY) Ltd.
 Registration number: 2002/004025/07
 Registered FSP: 795 CAT I & II & IIA
 3rd Floor, Building C
 Westend Office Park
 250 Hall Street
 Centurion, 0046
 Tel: +27 87 654 8705



Private Equity Asset Manager:
 Laudian Investment Holdings
 Registration number : 2015 / 385366 / 07
 Block 5, Business Park @ Zambezi,
 Milkplum Ave, Montana, Pretoria, 0151



Everest Advisory Services (PTY) Ltd.
 Registration number: 2017/362676/07
 Registered FSP: 49495 CAT I

Group Subsidiaries



Disclaimer

Everest Wealth informs all current and potential investors and users of this guide to take note of the fact that there are risks involved when entering into any investment. It is recommended that investors consult a financial adviser before making any investment into Venture Capital ("VCs"), Private Equity ("PEs") or Private Debt ("PDs") companies. The content provided in this guide does not constitute a solicitation, guidance, proposal, invitation or investment recommendation, and prior to selecting an investment it is recommended that investors seek specialised financial, legal and/or tax advice. All information contained in the guide is subject to change without notice. Full disclosure documents can be obtained on request from Everest Wealth Management (Pty) Ltd, an authorised financial services provider (FSP 795). Laudian Investment Holdings, and its subsidiaries, are not financial service providers ("FSP") and fall under the companies Act of South-Africa (71 of 2008). Private and confidential, all rights reserved, E&OE.

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Everyone wants to live on top of the mountain, but all the happiness and growth occurs while you're climbing it.

Andy Rooney

”

01 Company Overview

Reg. Company Name:	Everest Wealth Management (PTY) LTD Proprietary Limited
Trading Name:	Everest Wealth
Registration Number:	2002/004025/07
FSP License & Categories:	Registered FSP: 795 CAT I & II & IIA
Head Office:	3rd Floor, Building C, Westend Office Park, 250 Hall Street, Centurion, 0046 Tel: +27 87 654 8705
Core Focus:	Portfolio Investment and Wealth Management Solutions
Divisions: (Including, but not limited to)	<ul style="list-style-type: none">• Invest• Advisory• Fiduciary• Alternative Investments• Private Wealth• Protect

Manifesto



Vision

We challenge traditional investment opportunities by offering above-average returns through tangible, stable, and credible investment alternatives.



Value

We offer our stakeholders tangible value, whether it be financially, personally, or in terms of growth opportunities. We also focus on providing core, value-added services such as Financial Advice and Fiduciary Services, complimenting any worthwhile investment.



Mission

Our corporate mission is simple. GROWTH. We are growing as a company, and offer an array of diversified portfolio solutions. We are also growing in terms of our objective to offer diverse, non-traditional investment opportunities. We continuously stay well informed on all aspects of our industry and remain focused on our mission, whilst simultaneously being flexible in our methods and procedures.



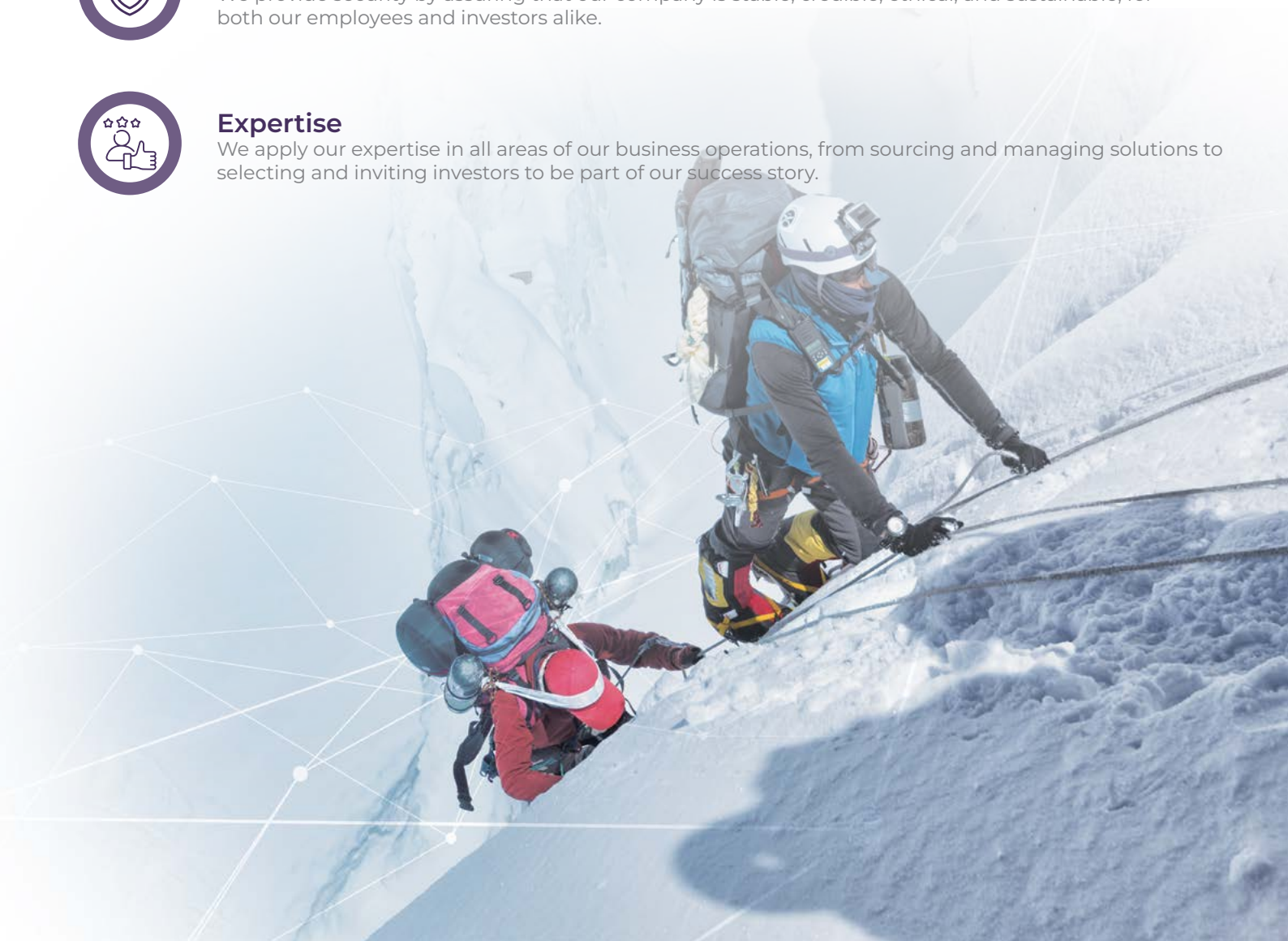
Security

We provide security by assuring that our company is stable, credible, ethical, and sustainable, for both our employees and investors alike.



Expertise

We apply our expertise in all areas of our business operations, from sourcing and managing solutions to selecting and inviting investors to be part of our success story.



02 Executive Leadership

Jarryd's vision is to be a global leader in the world of investments and to challenge the status quo of traditional wealth creation and preservation. This vision is driven by a passion for alternative investments and has resulted in multiple successful local and international partnerships, ensuring investors benefit from truly unique products and solutions.

Holding both graduate and post graduate qualifications in Finance and Investments, Jarryd strives to utilise his knowledge, as well as vast experience, to steer Everest Wealth towards constant innovation, whilst still maintaining a compassionate and warm approach to engagement with all investors.

GROUP CHIEF EXECUTIVE OFFICER

Jarryd Gillmer



Thys van Zyl is one of South Africa's leading financial planners, particularly in the field of alternative investments. He possesses the remarkable ability to transform ideas into pioneering concepts and collaborates with thought leaders to turn these concepts into successful ventures. Thys is licensed by the Financial Services Conduct Authority and holds several international qualifications.

His approach to both local and international investments is unique, emphasising the importance of informed decisions based on clear information rather than emotional impulses. He believes that this approach creates solutions that are best suited for the Investor. Under Thys' guidance, Everest Wealth's alternative investment division has, structured investment solutions for investors, whilst cultivating happy relations and supporting economic development.

FOUNDER

Thys van Zyl

03 Company

Background

Everest Wealth is a portfolio investment and wealth management company, established in 2002, which specialises in building, maintaining and protecting the wealth of trusts, companies and individuals under our care.

Our main aim is to offer sound investment advice to ensure stable returns over the medium to long term. True growth is however proven over time, and Everest Wealth, who has been an important role player for more than 15 years, has a proven track record of delivering above average returns, whilst also building longstanding, trustworthy relationships.

We are well known for our alternative investment solutions such as Private Equity and 12J structures, with a history of strategic and successful acquisitions, placements, and exits.

At Everest Wealth we pride ourselves as a firm on a strong corporate governance, ensuring fair and honest dealings with our customers. It is our goal to provide higher-than-average market returns, using proven platforms from a diversity of listed equity, and private equity solutions.



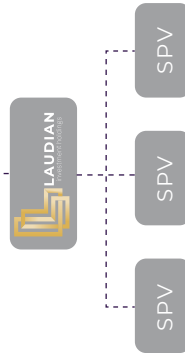
O4 Group

Structure



Everest
ALTERNATIVE INVESTMENTS

We offer a range of portfolio solutions offering a unique, tangible, and credible alternative investments that deviate from the traditional investment strategies. Our focus is on creating a sustainable environment around our products to promote consistency in our clients' portfolios rather than chasing higher, volatile returns.



Everest
ADVISORY

In a world that is constantly evolving with multiple financial solutions for clients to choose from, it becomes critically important for Financial Advisors to act as specialists in the solution they propose to their clients. Let us assist you in understanding the difference between specialised advice and the broader market of independent product selection.

Everest
INVEST

Our investing platform tailored to offer a range of financial products including pre-and-post retirement, as well as voluntary investments. These products act as a home for our alternative portfolio solutions, where it will be appropriately administered through efficiency and a cost-effective structure.

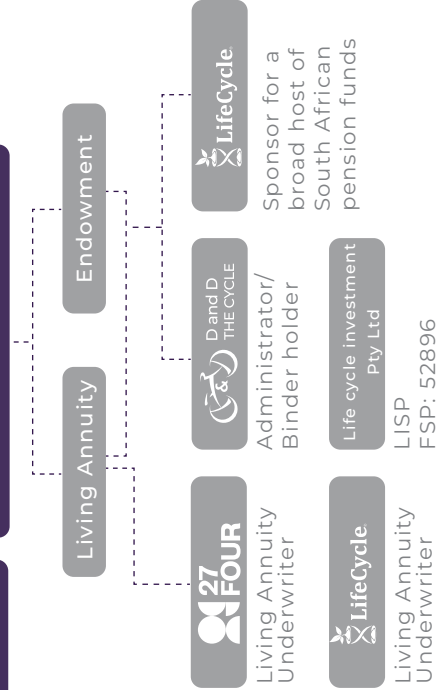
Everest
FIDUCIARY

Leaving behind a legacy starts with the personal administration of trusts, wills, and estates for clients. Transform your fiduciary needs into a unique bespoke solution.



Everest
PROTECT

Securing a client's wealth and legacy requires appropriate protection of a client's assets. Clients should benefit from the value of an experienced team, sourcing the most suitable and cost-effective insurance solutions accompanied by thorough support and assistance. Protect your investments capital whilst gaining the wealth you desire.



Asset Holdings / Managers



Registration

CIPC: 2002/004025/07
FSCA: 795 CAT I & CAT II A

Board

Jarryd Gillmer: Executive

SHAREHOLDING

Jarryd
Gillmer

Ignatius
Breytenbach

BRAND/DIVISIONS



Shareholding

N/A

Registration

A division of
Everest Wealth



Shareholding

N/A

Registration

A division of
Everest Wealth



Shareholding

Everest Wealth
100%

Registration

CIPC: 2017/362676/07
FSCA: 49495
CAT I & CAT II A



Shareholding

Everest Wealth
100%

Registration

CIPC: 2021/510404/07



Shareholding

Everest Wealth
100%

Registration

CIPC: 2022/798818/07



Shareholding

Everest Wealth
100%

Registration

FSP: 52980
CAT I & CAT II A

PRIVATE EQUITY HOLDINGS COMPANY



Registration

CIPC: 2015/385366/07
Full SAVCA membership

INSURER/ADMINISTRATOR



Registration

CIPC: 2004/014436/06
FSCA: 238



Administrator

Registration

CIPC: 2013/157477/07
13B administrator: 24/767
FSCA: 45863

LISP

LifeCycle Investments (Pty) Ltd
FSCA: 52896

05 Our approach to your wealth

It's about time in the market, not timing the market.

Everest Wealth defines a crucial part of wealth management. Decisions regarding the investment mix, matching investments to objectives, asset allocation, balancing risk against performance are as much an art as they are a science. Full financial planning and protection against external forces are critical to both wealth creation and preservation.

Investment Services



A platform designed to offer a range of financial products including pre-retirement, post-retirement and voluntary investments. These products act as a home for our unique portfolio solutions, where they are administered appropriately, efficiently and cost-effectively.

Advisory Services



In a world that is evolving, clients have too many financial solutions to choose from. It is becoming crucial that financial advisors act as specialists in the solutions they render advice on. Let us assist you in understanding the difference between specialised advice in the context of a broad (independent) product selection.

Alternative Investments



A range of portfolio solutions offering a unique, tangible and credible investment alternative to traditional investments. The consistency of returns for our clients are more important than chasing high and volatile, scenarios found in the traditional market.

Fiduciary Services



Part of leaving a legacy is to ensure personalised administration of clients' trusts, wills, and estates. We have a bespoke solution to your unique fiduciary needs.

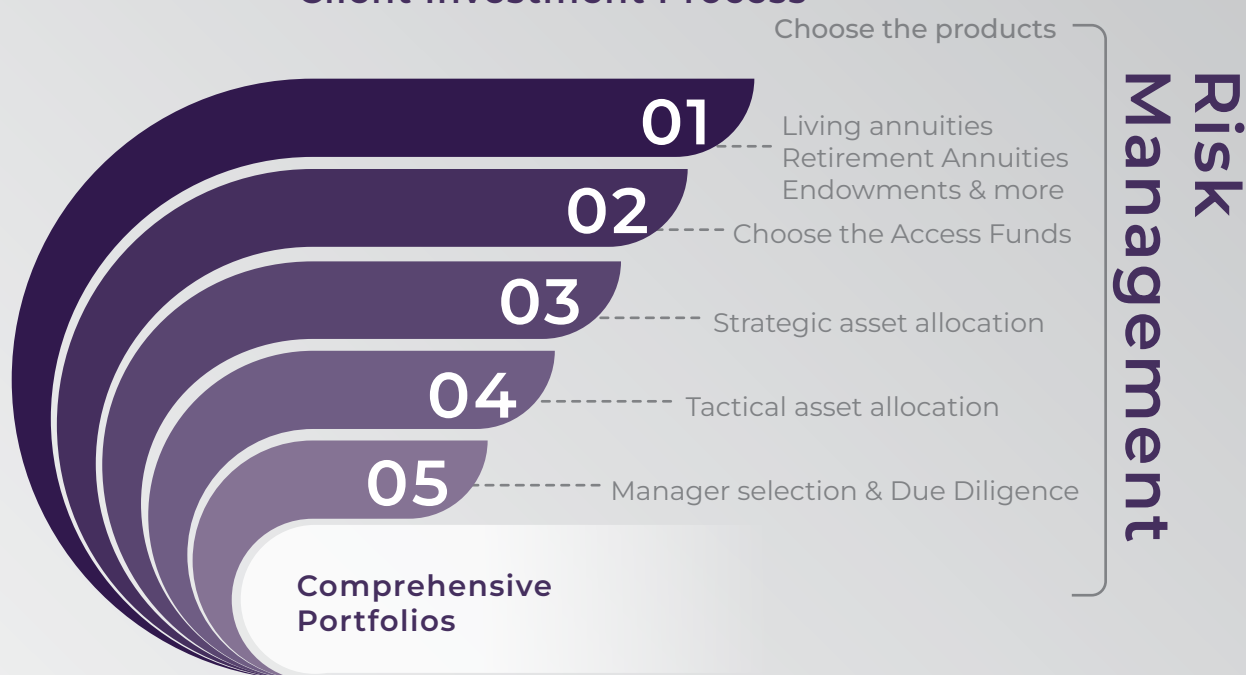
06 Investment Strategy

Everest Wealth takes a pragmatic approach that ensures an enhanced and specialised investment management process is executed across all our portfolios.

We understand that a client's individual objectives are the priority when choosing appropriate investment products to structure their wealth.

Everest Wealth considers the unique objectives of our clients when building a solution that leverages the strategic allocation of tactical assets to ensure these objectives are met.

Client Investment Process

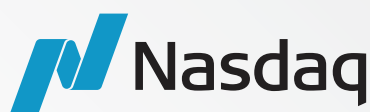


Once asset allocation is completed, there is an active shift towards the critical and undivided function of managing various asset categories. Our specialised teams, implement a bespoke understanding of these categories of assets effectively to deliver on the holistic objectives of the combined portfolio solution.

This process benefits our clients by reducing fees and generating a refined and specialised investment framework.

Services

WHERE ASSETS ARE ALLOCATED:



London
Stock Exchange



07 Investment Process

INVESTMENT PRODUCT PLATFORM

The investor has preference of selecting an Everest Wealth investment portfolio within their chosen investment product.



INVESTMENT PORTFOLIO SOLUTION

Everest Wealth portfolios are designed and managed to provide our investors with options with varied risk, term, and investment objective, matched to the needs of the client.

Investment Account is opened.



INVESTOR TRANSFER

Funds are transferred to Everest Wealth, platform partner & execution service provider or at times a corporate cash account opened in the name of the investor.



UNDERLYING PORTFOLIO ASSETS & SECURITIES ARE ACQUIRED

Funds are identified and allocated to the client's investment account for further acquisition of underlying investment portfolio assets/instruments.



OUR CORE OBJECTIVES

- Capital preservation
- High yields
- Sustainable capital growth



EVEREST WEALTH TACTICAL ASSET ALLOCATION

- Confirmation of investment
- Investment statement



INVESTOR

Committed investor service and engagement.

Extremely low investment fees with as low as 0% direct fees on selected portfolios.



08 Partnered Providers



LifeCycle
LifeCycle (Pty) Ltd
2018/629597/07

Sponsor to retirement funds

LifeCycle Investment
(Pty) Ltd
2022/666528/07
Authorised Financial
Services Provider
FSP no: 52896
LISP



D and D The Cycle (Pty) Ltd
13B Administrator 24/767
Authorised Financial Services Provider
FSP no: 45863

Administrator of pension funds
and policies



Our Wrap Funds

EVEREST WORLDWIDE FLEXIBLE WRAPPED FUND

Fund Objective

The wrap fund aims to provide a high level of capital growth over the long term. Investors in this fund are prepared to tolerate high fluctuations in the value of their investment over the short term. The fund will be diversified across all major asset classes with a strong bias towards equities (maximum of 100%) and can invest in South African and/or foreign markets up to 100% either way. Investors in this fund should have a minimum investment horizon of 5 years or longer. The fund is not compliant with Regulation 28 of the Pension Funds Act.

EVEREST MODERATE WRAPPED FUND

Fund Objective

The wrap fund aims to provide a reasonable level of capital growth over the medium term. Investors in this fund are prepared to tolerate moderate fluctuations in the value of their investment over the short term. The fund will be diversified across all major asset classes with an average exposure to equities (maximum of 60%). Investors in this fund should have a minimum investment horizon of 3 years or longer. The fund is compliant with Regulation 28 of the Pension Funds Act.

EVEREST MODERATE AGGRESSIVE WRAPPED

Fund Objective

The wrap fund aims to provide a high level of capital growth over the long term. Investors in this fund are prepared to tolerate high fluctuations in the value of their investment over the short term. The fund will be diversified across all major asset classes with a bias towards equities (maximum of 75%). Investors in this fund should have a minimum investment horizon of 5 years. The fund is compliant with Regulation 28 of the Pension Funds Act.

EVEREST FLEXIBLE INCOME WRAPPED FUND

Fund Objective

The wrap fund aims to provide investors with a high level of income over the short term. The preservation of capital is of primary importance. The fund will consist primarily of income orientated assets with limited exposure to equities (maximum of 10%). Investors in this fund have an investment horizon of a minimum of 1 year or longer. The fund is compliant with Regulation 28 of the Pension Funds Act.

EVEREST CAUTIOUS WRAPPED FUND

Fund Objective

The wrap fund aims to provide investors with stable income and a high level of capital stability. The probability of capital loss over the medium to long term is low. The fund will consist primarily of income orientated assets with a below average exposure to equities (maximum of 40%). Investors in this fund should have a minimum investment horizon of 3 years. The fund is compliant with Regulation 28 of the Pension Funds Act.

09

Everest

Alternative Investments



How do we do it?

Everest Wealth offers a range of investment portfolio solutions, and accompanying products, offering a truly unique, tangible, credible, and specialised investment alternative to traditional investments. Consistency of return is our foremost goal. Second is to outperform regular traditional market-based investments.



What are alternative investments?

Adding alternative investments to an investment portfolio gives investors the ability to diversify their portfolio, reduce volatility and enhance their returns. Alternative investments are uncorrelated to traditional investment assets, often reacting independently to market conditions.



What alternative investments solutions do we offer at Everest Wealth and how is it unique?

Everest Wealth focuses on alternative investments that offers a greater ability for influence by our experienced management teams towards a more defined set of outcomes for investors. Such is the nature of private equity and debt investing, making informed investment decisions based on solid fundamental private business principals as opposed to forecasts of political, economic and other such public factors, for which no fund manager has control but that which can directly influence an investor's returns.



What does unique actually mean?

Everest Wealth focuses on alternative investments that offer a greater ability to be influenced by our experienced management teams towards a more defined set of outcomes for investors. Private equity and debt investing, involves making informed investment decisions based on solid fundamental private business principles.

This allows investors the benefit of consistent returns that are not subject to external factors, whether political or economic, and subsequently beyond the control of any fund manager or investor.

The diversification choice

Building an investment portfolio means making informed investment choices. Alternative Investments form a core part of asset management selection, but which alternative investment should you choose?

With alternative investments, there is a higher probability that past returns will align with future expectations. Everest Wealth offers the assurance of being part of a network of professionals, sharing in a portfolio of unique and alternative investment solutions, and benefiting from experienced managers who are dedicated to managing your wealth.

Unlisted Private Investment Portfolios

Onyx Income

A solution for clients requiring consistent monthly income, but no access to capital over a 5-year term.

- High, fixed, income yield
- Paid monthly
- No capital price volatility until redemption
- Fixed 5 year investment term
- Class A preference share

- Private Equity | 5 YEARS
- Target Dividend of 12.12% P.A
- 10%+ Inflation Protector Dividend



Onyx Income+

The ONYX Income+ Fund from Everest Wealth presents an excellent investment opportunity for individuals and companies seeking higher consistent monthly income in the form of dividends, without the immediate need for access to their capital over the 5-year investment term.

- High, fixed, income yield
- Paid monthly
- No capital price volatility until redemption
- Fixed 5 year investment term
- Class J preference share

- Private Equity | 5 YEARS
- Target Dividend of 14.20% P.A



Onyx Growth

A solution for clients requiring a high and consistent capital growth, but no access to returns or capital over a 5-year term.

- High, fixed, accumulating yield
- Accumulated over 60-month period
- No capital price volatility until redemption
- Fixed 5-year investment term
- Class B preference share

- Private Equity | 5 YEARS
- Target Dividend of 14.5% P.A
- Fixed Capital Value until Maturity



Due diligence questionnaire

COMPANY INFORMATION

1. Full name of company **D AND D THE CYCLE (PTY)LTD**
2. Company registration number **2013/157477/07**
3. Date established **3 August 2013**
4. Telephone **0836304359**
5. Website **www.thecycle.co.za**
6. Street address **70 Imbuia Street, Northcliff 2195**
7. Postal address (if different from street address)
Fairland **PO Box 73725
Postal code 2030**
8. Number of years in operation **6 years**
9. Current assets under administration **R 6 710 000 000**
10. Details of fidelity/PI insurance cover held **Available on request - R5m cover**
11. Details of auditors **HLB Barnett Chown Inc**
12. Date of appointment **November 2014**
13. Relevant contact person(s), including client relationship manager and group email addresses

List of Responsible Person/s

Name	Responsibility	Contact number(s)	Email address
Daniel Clifford	Director	083 630 4359	danielc@thecycle.co.za
Zandalee Clifford	2IC to Daniel Clifford	082 748 2279	zanz@thecycle.co.za

REGISTRATION, LICENSING AND FAIS DETAILS

14. Registration details and license(s) number(s)

Benefit Administration	
Description	License number(s)
Sec 13B license	24/767
FAIS	
FSP CAT1	45863
LISP FSP	52896

Please attach copies of license(s) or letter of approve

15. Primary regulatory body and relevant Registrar(s)

Financial Services Board – Registrar of Pension Funds and Registrar of FAIS

16. Please give details of any other Acts relevant to your business (i.e. POCA, POC-DATARA, Money Laundering etc.)

- Protection of Private Information Income Tax Act;
- Pension Funds Act;
- Prevention of organized crime Act;
- Promotion of access to Information Financial Intelligence Centre Act

17. Intellectual Property Commission (CPIC) registration

No

18. Industry bodies that the company belongs to (if applicable)

FPI

19. Has your organisation been subject to an investigation (of whatever nature) by any of its regulators?

No

If so, please provide details

KEY INDIVIDUALS

20. Provide a list of all Representatives and Key Individuals and indicate whether any are operating under supervision

- Daniel Clifford – Key Individual
- Daniel Clifford – Representative
- Zandalee Clifford – Representative under supervision

21. Confirm that all Representatives and Key Individuals are in good standing and have or had no criminal sanction against them

We confirm that KI's and REPS are in good standing and have had no criminal sanction against them

22. KYC and FICA packs, including:

- Certificate of Incorporation (CM1) A5
- Notice of Registered Office and Postal Address (CM22) A6
- Proof of business address A7
- Proof of authority to act for the company e.g. a directors' resolution A8

COMPANY PROFILE

23. An overview of the business e.g. history / processes / philosophy

Avid Graham and Daniel Clifford started the business as we recognized that the partnership of knowledge and experience (Daniel in EB and David in systems/IT and both in management) would result in an efficient and technologically superior offering to administration in the pension fund industry.

The business was started because we realized there was a need for independent administration on an online system that incorporate all functionality to totally disclose to members the time frames of transactions and costs related to a pension fund.

Legislation is putting an ever increasing liability on Trustees to oversee the operation of the Fund and we believe with the efficient reporting capabilities that Trustees can easily and instantaneously verify the status of the fund's administration – there is no need to wait till the annual audit is complete to verify that the fund is operating optimally. We install business processes that are optimal to the operation of the fund. We believe that sound business processes, which creates business efficiencies, will drive the administrative costs down making the offering one of value to the fund's clients, but with all the technology to support the demands of access of "Instant information" The Cycle believes in flexibility and adaptability.

The Cycle believes in listening to a client's needs and achieve meeting these needs. The Cycle believes in forming alliances to achieve client's needs.

The Cycle believes in efficient administration. The Cycle believes in facts and honesty. CARING for a client is our business.

We know that everyone can make a mistake and therefore we believe in checking.

24. Describe the company structure (holding companies, affiliates, subsidiaries, etc.)

D and D the Cycle (Pty) Ltd is the only registered entity and David and Daniel are 50/50 partners.

25. Please provide an overview of current operational infrastructure

Daniel Clifford, supported by Zandalee Clifford and three permanent competent senior administrators and 1 IT specialist, are performing all the required functions at the moment. With a hands-on approach, one would perform a task and the other will check prior to finalization. Through this we are building robust business processes to ensure that during the expansion of The Cycle, we can delegate tested and meaningful tasks to the competency level of the staff.

Our focus is to ensure that we operate The Cycle with efficient business processes and systems enabling a high ratio of business transactions per administrator.

The Cycle believes that senior management should be integral in the day-to-day operation of the business to ensure optimal functionality.

26. What are the strengths and weaknesses of your company?

Strengths: Easily accessible over multiple platforms Member access is live.	
System –	Easily accessible over multiply platforms Member access is live. Financial Advisor access for commissions.
Experience -	Knowledge and experience in the EB and IT fields. Actuarial and administration background Business Management,
Independence –	Wholly owned company Independent of investment and risk houses No liability in the business (no bank loans, no debt)
Flexibility -	Our ability to work together Our values are the same The ability to achieve a solution for the client
Alliances –	Best of breed service suppliers

Weakness: Not listed and still small in relation to competitors

27. Number of permanent employees

Five

28. Please give details of staff turnover over the past three years

Nil

29. How do you manage key person risk?

Key person risk is applicable to Daniel Clifford. Knowledge, experience and network is being shared with Zandalee Clifford on a continuous basis to ready her for Directorship and ownership. We have taken the following steps to manage the risk:

1. We attend meetings together
2. We share any client interaction
3. We work paperless – even notes are on file
4. Document storage is cloud based.
5. We install robust processes which run independently from The Cycle

30. What are your succession strategies?

Short term succession strategy:

In case of death or incapacitation of Daniel Clifford, Zandalee Clifford will take over.

Long term succession strategy:

To leave a well-run and established business to our families to take over.

LEGAL, GOVERNANCE, RISK AND COMPLIANCE

31. Do you outsource your compliance functions? Which entity or internal person is responsible for this function?

Yes, Askari Compliance Services

32. Have there been any legal issues involving the company or key personnel in the last three years?

No

33. When was the most recent regulatory visit by the FSB and / or relevant regulator? What were the findings?

Desktop evaluation June 2021. No adverse findings

34. Provide a list of your documented policies, controls and procedure documents

- Fraud Policy
- Complaints Policy
- FICA Identification and Internal
- Rules Popia policy and rules
- Compliance Guidelines
- Conflicts of Interest Policy
- Protection of Personal Information
- Policy Business Continuity Plan
- Risk Management



“

Change is inevitable in life. You can either resist it and potentially get run over by it, or you can choose to co-operate with it, adapt to it, and learn how to benefit from it.

When you embrace change, you will begin to see it as an opportunity for growth.

”

Jack Canfield

35. What policies or procedures do you have in place to ensure segregation of duties in your various critical operational functions in your organisation?

We view the following as critical operational functions where segregation of duties is required:

1. Banking	The administrator loads payments from a funnel, which can only be approved by a director. The loading of the payment include loading onto the DLS system and on the banking. The director is responsible for checking the validity and correctness of the payment
2. New member loading	A new member is loaded by an administrator (there are various tasks in this process), and a director must approve the loading.
3. Instructions	All instructions (investments/switches and withdraws) are uploaded and submitted for approval by another user on the DLS system. These instructions are linked to the integrated bank account which allows for a third level of authorisation
4. Fee Run	Fee runs are administrated and actioned by the directors

The DLS system allows that each user can be given a different level of permissions.

36. Please describe the control functions at different levels

Banking	Controlled by dual authentication with regards to any banking transactions.
System administration	User rights are assigned by one person and can only be authorized by a different duly authorised person. This action applies for changes with regards to any users rights. All changes are recorded and can be emailed to the relevant email address for audit

37. What level of assets under administration defines critical mass in your business?

R1 000 000 000

38. Provide details of any retirement fund administration agreements terminated in the last five years.

None

39. Confirm whether there have been any regulatory / contractual breaches during the last three years. If yes, please provide details.

None

BEE CREDENTIALS

40. Please provide details of your BEE credentials.

Level 4

41. Give a breakdown of your ownership and employee statistics.

D Graham and D Clifford own 50% each of the D and D The Cycle (Pty) Ltd.
1 director, 5 employees,

RISK MANAGEMENT AND PROCESSES

42. Describe in detail your internal risk management process with regards to the funds you administer.

As per Risk Management Policy

The risks on Funds that we administer:

1. Fraud	Two signatories are required for any payment. A payment is instructed from DLS by the first signatory. An upload file (CVS) is created automatically on DLS and such file is loaded onto the banking profile as a payment. No manual intervention is required which eliminates capturing errors. The second signatory approves the payment on the banking profile referring to the DLS system. The second signatory download a recon from DLS to validate the transactions loaded on the banking profile. Only when confirmation is ensured that the transactions loaded on the banking profile matches the transactions on the DLS system is the banking approved. This prevent that a mistake can be made on the loading of a payment on the banking profile. No payment can be created on the DLS system for an amount which is not available.
2. Allocation of contributions	Allocation of contributions are actioned once confirmation is received from the participating employer of the deposit and receipt of the monthly remittances. Contributions are uploaded as a CVS file (supplied by the participating employer) and such must balance to the amount deposited in the bank account. The bank account is downloaded as a CVS file and uploaded on the DLS system. No duplicate bank statements are allowed on the system. The system won't allow matching of contributions to an amount in the bank account which does not balance to the cent. The process eliminates the risk of finger trouble and ensures correct allocation.
3. Payments	<p>A payment is split into two processes – disinvestment and payment. A disinvestment is loaded only with supporting documentation as proof that a payment is due. The first signatory will load the disinvestment on the DLS system. A disinvestment can only be loaded if there is sufficient funds. A disinvestment is loaded on a specific account (member, reserve, working portfolio). After loading of a disinvestment transaction the system will generate a disinvestment instruction. The disinvestment instruction is generated from static data loaded onto the system (Static for investment manager details, bank account details, contact person). Only management have the access to the system to change the static data. The disinvestment instruction is signed by the first signatory and the second signatory checks and sign, after which the disinvestment instruction is forwarded to the investment manager. The investment manager will deposit funds into the Funds bank account, bank account is loaded on to the DLS system. The transaction is then matched to the bank account, and it will only match if it balances to the cent. Only then can a payment be processed.</p> <p>The procedure ensures that incorrect disinvestments can't be processed and that the disinvestments unprocessed from the correct account.</p> <p>The first signatory loads a payment instruction matching the disinvestment. The system generates a banking file and the process as described at 1 is followed. The payment transaction is finalised when the banking file is uploaded, and the payment can be matched to a payment as per the banking file.</p>

43. Describe in detail your internal risk management process with regards to the funds you administer (continued).

4. Audit trail record of all transactions is maintained on the DLS system listing the user and time that any transaction was created.

5. Bank account loading onto DLS – The bank statements are downloaded by a manager and uploaded on the DLS system regularly.

SERVICE LEVEL AGREEMENTS, COMMUNICATION AND FEE INFORMATION

44. Can the system accommodate in specie unit transfers i.e. a change in legal ownership of the member's units without disinvesting to cash, from the umbrella fund to a preservation fund or annuity product?

Yes, the system has the capability to transfer units between policyholders.

45. Can the system apply fees on a sliding scale at a member / participating employer and / or fund level if required?

Yes, we can load a progressive or stepped sliding scale per participating employer and on member level. Fees are loaded on a fund basis, and the fees on that level can be overridden on a participating employer level or/and member level. Different fee scales can be employed within a participating employer.

46. Can a default annuity product be accommodated?

Yes. The Trustees must specify the default annuity and such can be loaded/managed and maintained on the DLS system

47. Can life stage models be accommodated i.e. phased transitions from one portfolio to another at a certain point in the member's life cycle?

Yes, life staging can be facilitated.

48. Can model portfolios be accommodated i.e. prescribed mixes of underlying portfolios which are rebalanced at an agreed frequency?

Yes. DLS can apply a model portfolio to any selected group of members. The model portfolio can consist of any combination of unit trust, pooled portfolio and segregated portfolios. Re-balancing is flexible and can be carried out as required at any time.

References

Reference 1	Reference 2	Reference 3
Thyme Umbrella Provident Fund Helen Mason 011 463 0300	Easy Equities Retirement Funds Gary van Dyk 079 699 1409	27 Four Life Limited Lameez Amlay 072 282 1968



LifeCycle
LifeCycle (Pty) Ltd
2018/629597/07

Sponsor to retirement funds

LifeCycle Investment
(Pty) Ltd
2022/666528/07
FSP 52896

LISP



D and D the cycle
D and D the Cycle (Pty) Ltd
2013/157477/07
13B administrator 24/767 FSP 45863

Administrator of pension funds
and policies

ANNEXURE

PRODUCT/SOLUTION PROVIDER ONBOARDING

REQUIREMENTS & SUPPORTING DOCUMENTATION

Please complete the tables below:

If not applicable please respond with "N/A"

Business Name	Everest Wealth Management (Pty) Ltd
Physical Address	Westend Office Park, Building C, 3rd Floor, 250 Hall street, Centurion, 0043
Postal Address	Westend Office Park, Building C, 3rd Floor, 250 Hall street, Centurion, 0043
Province	Gauteng
Website	www.everestwealth.co.za
Key Contact	Jarryd Gillmer
Title	Mr
Business Tel	087 654 8705
Mobile	072 765 4098
Email	jarryd@everestwealth.co.za
Auditors Details	Mr Gerrie Coetzee
Auditors Tel	012 329 7209
Auditors Email	gerrie@auditworks.co.za
Financial Year End	February
Assets Under Management	R 2 450 000 000

PROVIDER QUESTIONNAIRE

1	Is your organization publicly listed?	No
2	What is the ownership structure?	Individual Shareholding
3	Who is your third-party custodian?	None, direct unlisted share issuance. For listed securities will be dependent on stock.
4	How you ensure adherence with the Protection of Personal Information Act, Financial Intelligence Centre Act (FICA), TCF and any other applicable legislation?	Appropriate procedures, monitoring and training
5	Do you plan to use any other organisation, or subsidiary to carry out any services we have contracted?	D and D (Section 13B Administrator) and 27 Four Life, Life Company issuer of Everest Living Annuity
6	Have you or any other key employees, directors or senior management of your organisation ever been convicted of a crime in South Africa or any other country? Are there any legal proceedings pending? If so, please provide more details. Has there been any judgment issued against you or any of the aforementioned individuals?	No

COMMISSION STATEMENTS AND QUERIES

1	Data Source	DLS (D and D)
2	Statement frequency	Monthly
3	Address for download	https://secure.thecycle.co.za/p?home
4	Statement contact Email	support@everestwealth.co.za
5	Statement contact Tel	087 654 8705
6	Query contact Email	support@everestwealth.co.za
7	Query contact Tel	087 654 8705

DATA

1	Data Source	DLS (D and D)
2	Statement frequency	Monthly
3	Address for download	https://secure.thecycle.co.za/p?home
4	Statement contact Email	support@everestwealth.co.za
5	Statement contact Tel	087 654 8705
6	Query contact Email	support@everestwealth.co.za
7	Query contact Tel	087 654 8705

SUB CODE PROCESS

1	Contact Tel	087 654 8705
2	Contact Email	support@everestwealth.co.za

TRANSFER/RE-INTERMEDIATION PROCESS

1	Transfer and reintermediation process	Consent letter and broker appointment form
2	Contact Tel	087 654 8705
3	Contact Email	support@everestwealth.co.za

COMPLIANCE / LEGAL / RISK

1	FSP license or JSE Stockbroking License No.	795
2	License Category	I, II and IIA
3	Key Individual/s	Mr Jarryd Gillmer, Ms Anel Naude
4	FAIS/JSE stockbroking license, with conditions	No
5	FSB Approved Mandate/JSE Mandate	Yes
6	IDs and completed MIE forms of directors	Annexure 6
7	Compliance Officer/Company name	Mr JH Scholtz, Ms T Rynners - Compliserve
8	Compliance Officer/Company contact details	087 897 6970
9	Proof of submission of compliance report to FSB	Annexure 7
10	How is compliance monitored (process and systems)	Spot checks
11	Contracts with all service providers	Risk based approach
12	Contracts with all the service providers	N/A
13	List of PI claims made or pending	None
14	Copy of Professional Indemnity policy	Annexure 8
15	Who is your legal counsel (internal, external, ad hoc)	Ad hoc - SST and ENS Africa
16	Do you have any pending or current litigation matters	No
17	Disaster Recovery Plan	Annexure 9
18	Treating Customers Fairly Policy	Annexure 10
19	Conflict of Interest Policy	Annexure 11
20	Protection of Personal Information Policy	Annexure 12

OVERVIEW OF PRODUCT

1	What sector of the market will the product appeal to?	Income (primarily) and growth with some products having exposure to USD and GBP returns.
2	Is this a window period product?	No

OVERVIEW OF PRODUCT

1	Do you have system compatibility to provide us with the following commission requirements:	
	Broker name	Yes
	Broker code - do you issue 'sub' broker codes per advisor?	Yes
	Insured name/client initials and surname	Yes
	Policy no	Yes
	Premium amount	N/A
	Commission amount	Yes
	Fees	Yes
	Total amount	Yes
	VAT	Yes
	Net amount	Yes

DATA REQUIREMENTS:

1	Broker name	Yes
	Broker code	Yes
	Client initial and surname	Yes
	Client ID number/company registration number	Yes
	Inception date of the policy	Yes
	License category (commercial lines/personal lines etc)	N/A
	Product name	Yes
	Lapse ratio	N/A
	Premium amount	N/A
	Premium frequency (monthly/annual etc)	N/A
	Policy status	Yes
	Data reports required by the 8th of the month for reporting purposes	Yes
2	What is the commission structure of the product?	Direct upfront and ongoing
3	What is the fee structure of the product?	Structured upfront and ongoing

RISK WITHIN THE PRODUCT

1	Is there any credit risk, liquidity risk, or market risk concerns related to the product?	Primarily liquidity risk. Product is designed for a fixed 5 year
2	What is the opportunity cost of the product?	N/A

FIT AND PROPER REQUIREMENTS

1	Do you offer product specific training, what is your process?	Yes, presentation / training and written test
2	Do you offer Class of business training, what is your process?	No

ADDITIONAL ANNEXURES AVAILABLE ON REQUEST

Company registration Certificate	Annexure 1
Proof of Tax Number	Annexure 2
Proof of VAT Number	Annexure 3
FSB/JSE License	Annexure 4
FSB/JSE Approved Mandate	Annexure 5
Identification documents of all directors	Annexure 6
Proof of submission of compliance report to FSB	Annexure 7
Professional Indemnity Policy	Annexure 8
Disaster Recovery Plan	Annexure 9
Treating Customers Fairly Policy	Annexure 10
Conflict of Interest Policy	Annexure 11
Protection of Personal Information Policy	Annexure 12
Proof of Business Address	Annexure 13
Outsourcing Agreements	Annexure 14



everestwealth.co.za

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