

INSTRUCTION TO SELL SHARES

Section 1 : Important information

Section 2 : Personal particulars of the seller

Section 3 : Fica documentation

- Individual
- Company/CC
- Trust

Section 4 : Resolution authorising individual to act on behalf of legal entity or trust

Kindly forward documents to:

Post:
Trading Officer
P O Box 13
PORTERVILLE
6810

Courier:
Trading Officer
33 Voortrekker Road
PORTERVILLE
6810

For Attention: Lizelle Bleeker

1.

IMPORTANT INFORMATION

The relevant parts of this document must be completed, failing which the transaction cannot be processed, transfer cannot take place and the document may be returned to you.

Kaap Agri Limited and/or Agri Voedsel Limited and/or Kaap Agri Bedryf Limited has no duty in this regard, but may advise you as soon as possible if the documents are not properly completed, or in the event that the rules with regard to the transfers of shares are not complied with, but does not accept liability for price movements during the period of consideration or any damages of whatsoever nature which may be suffered by the buyer or the seller during this period.

This instruction must be accompanied by all the documents that are required in terms of the Financial Intelligence Centre Act, 38 of 2001.

Noted on _____ day of _____ 20__

SIGNATURE OF SELLER

2.

PERSONAL PARTICULARS OF THE SELLER

Surname/Company/CC/Trust Name

Full Name

Title Initials Language

ID No./Company reg no/CC No

Income Tax Number VAT Number

Postal Address

Street Address

Postal Code

Postal Code

Phone Office

Home

Cell

Facsimile

E-mail

Bank Details

Account Name

Bank Name Branch Name

Account No Branch Code

Type of Account

I confirm that the information contained herein is both true and correct and I hereby grant approval that any source of information with regard to the information provided may be fully investigated. Permission is hereby granted to each source to provide the information required to Kaap Agri Bedryf Limited.

Date

Signature: Seller

FICA DOCUMENTATION

1. Attach these documents only if applicant is an individual:

- ID documents / Passport
- Proof of physical address (for example – Municipal Account).
- Cancelled cheque or bank statement

2. Attach these documents in the event of a company

- Certificate of Incorporation (CM1).
- Certificate to commence business (CM46).
- Certificate of registered address (CM22).
- Particulars of all Directors including the name, ID, physical address and postal address.
- VAT certificate
- Cancelled cheque
- Letterhead
- Resolution authorising individual to act on behalf of the company.
- ID and prove of physical address of such person.

3. Attach these documents in the event of a CC

- Certificate of Incorporation (CC1).
- Certificate of registered address (CC2 and CC2a).
- Particulars of all Members including the name, ID, physical address and postal address.
- VAT certificate
- Cancelled cheque
- Letterhead
- Resolution authorising individual to act on behalf of the CC.
- ID and prove of physical address of such person.

4. Attach these documents in the event of a trust

- Trust Deed and Letter of Authorisation.
- Particulars of trustees including name, ID, physical and postal address.
- Resolution authorising individual to act on behalf of the trust.
- ID and prove of physical address of such person.

5. Attach these documents in the event of deceased estates

- ID of Deceased
- Death Certificate
- ID of Executer
- Letter of Executorship

NOTE : All copies must be certified copies.

RESOLUTION

To be completed in the event of a company.

EXTRACT FROM THE MINUTES OF A MEETING OF DIRECTORS OF

HELD AT _____ ON _____

Resolution:

1. It is hereby approved that the company will sell shares in Kaap Agri Limited and/or Agri Voedsel Limited; and
2. that _____ in his capacity as director be and is hereby authorised to complete and sign all documents required and do everything necessary to give execution to the resolution.

Certified to be a true extract from the above-mentioned minutes.

DIRECTOR/ SECRETARY

RESOLUTION

To be completed in the event of a close corporation.

EXTRACT FROM THE MINUTES OF A MEETING OF MEMBERS OF

HELD AT _____ ON _____

Resolution:

1. It is hereby approved that the close corporation will sell shares in Kaap Agri Limited and/or Agri Voedsel Limited; and
2. that _____ in his capacity as member be and is hereby authorised to complete and sign all documents required and do everything necessary to give execution to the resolution.

Certified to be a true extract from the above mentioned minutes.

MEMBER/ SECRETARY

RESOLUTION

To be completed in the event of a trust.

NAME OF TRUST

Resolution:

That _____ in his capacity as trustee be and is hereby authorised to sell shares on behalf of the trustees of the trust in Kaap Agri Limited and/or Agri Voedsel Limited and to sign all documents required and do everything necessary to give execution to the resolution.

Signed at _____ on the _____ day of _____ 20____

TRUSTEE

TRUSTEE

TRUSTEE

All trustees must sign.