



HFC BROKERAGE SERVICES LTD

(Licensed Dealing Member of the Ghana Stock Exchange)

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KNOW YOUR CLIENT FORM

In an effort to serve you (our client) better, we would like to know the following about you to enable us help you make informed investment decisions. The information will be kept **STRICTLY PRIVATE AND CONFIDENTIAL**

A . Personal Details

1. Individual /Company Name.....
2. Occupation / Business Type.....
3. Business Address.....
 - Tel:.....
 - Fax:.....
4. Permanent Address:
 - Tel:.....
 - Fax:.....
 - E-mail.....
5. If Individual, provide information below:
 - Nationality:.....
 - Date of Birth:.....
 - Marital Status:.....
 - No. of Children / Dependants.....

B . Account Type and Annual Gross Income

1. Type of Account (Please complete both (a) and (b)):

- | | | | |
|----|---------------|-------------------|-----------------|
| a) | Individual | Joint | Group (Specify) |
| b) | Discretionary | Non-Discretionary | |

2. Your Annual Gross Income (GH¢) is:

2,000 and below	2,000 – 10,000	10,000 - 50,000	Above 50,000
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C . What Is Your Investment Time Horizon?

When evaluating your investment time horizon, you should consider your requirements for meeting future needs, the availability of other income to meet such needs, and your long-term investment goals. What investment time horizon is most appropriate for your investment program?

Less than 1 yr 1 – 3 yrs 4 – 10 yrs More than 10 yrs

D . What Is The Projected Use Of The Money In Your Investment Program?

Retirement Education Wealth Home Purchase

Specify if Other.....

E . What Is Your Overall Knowledge of Investments?

Low Medium High

F . What Is Your Investment Objective?

Typically more conservative investments, such as treasury bills, generate returns through a steady flow of income payments. More aggressive investments, such as shares, tend to generate returns through dividends payments and capital gains. How would you characterize your investment objective for this portfolio?

Income Capital Growth Balance

G . What Is Your Attitude Towards Risks?

There is a trade-off between the risk associated with an investment and its expected return over time. Typically, one must endure greater risk in order to pursue higher returns. Which statement best describes your attitude towards risk?

- (a) Conservative: I am more concerned with preserving the value of my account than maximizing capital growth, and ca tolerate some decline in value through a market cycle.
- (b) Moderate: I am comfortable with fluctuations in my portfolio, and the possibility of large declines in value, in order to grow my portfolio over time.
- (c) Aggressive: I am comfortable taking on high levels of risk, and the possibility of large fluctuations and substancial declines in the value of my portfolio, in pursuit of higher level of appreciation in my portfolio over time.

H . Is There Any Additional Information You Would Like Us To Know About You?

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.....
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Date:.....

Signature:.....