

The application (J341) together with the bank detail form must be completed by the beneficiary and returned to the relevant Guardians Fund office for consideration of the application.

Please take note of the following: -

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- The Certificate of Maintenance must be completed by a responsible person i.e. Magistrate, Minister of Religion / Principle / Social Worker or the minor if the minor is 14 years of age or older.
- **TRACING AGENTS:**
A practice whereby persons search the registers of unclaimed monies, seek out the persons entitled thereto and obtain cession of their rights is prohibited by a direction of the Minister of Trade and Industry in terms of the Harmful Business Practice Act 71 of 1988. Notice 69 of 1965 (Gazette 16193 of 27 January 1995) declaring unlawful any agreement whereby a person cedes to any person charges, sets off against any debt or alienates in any other manner, his right or title to any claim against the Guardian's Fund. Any person is prohibited for instituting a claim in any Court of law based on such an unlawful agreement.
- Minor's school report / results to be submitted.
- Quotations to be lodged when payment for clothing, transport, and other expenses, etc. is requested.
- The original or certified copy of the bar-coded Identity book of the minor must be submitted.
- The original or certified copy of the bar-coded Identity book of the applicant (Guardian) must be submitted.
- When a first application for allowance/ interest or maintenance is made, a set of fingerprints of the applicant (Guardian) need to be submitted.
- Names must be correctly spelled. If difference exists or if a name has been changed, an explanatory letter or a certificate of alteration of name from Home Affairs must be lodged.
- Order of Adoption Order must be submitted, if applicable.

Beneficiary resident outside the Republic:

- Signature of the Applicant (Guardian) must be authenticated by a Notary Public.
- A **certified copy of the passport** as well as **birth certificate** of the minor must be submitted.
- A certified copy of the passport as well as the birth certificate of the guardian must be lodged.
- A certified copy of the marriage certificate of the Guardian to be submitted. (If applicable)
- A letter stating in which currency the money must be transferred to, the bank name and bank account details.
- A letter to the Master of the High Court stating whether you have always been a non resident of South Africa or emigrated and when. This letter must also be authenticated by the Notary Public or Embassy with the official stamp. Full details of emigration must be submitted.

- Authenticated copy of your citizenship certificate to be attached.
- Name of bank who handled the emigration settlement, branch name, town, person who handled the transfer as well as telephone number.
- A non resident is classified as:
 - (1) A person who has never lived in South Africa (Reserve Bank Clearance is easier to obtain).
 - (2) An emigrant.
 - (3) A person who lives or studies overseas with no formal emigration (a very strong motivation strengthened by proof is to be submitted additionally).
- **ALL COSTS IN OBTAINING RESERVE BANK CLEARANCE AND TRANSFERRING THE FUNDS ARE BORNE BY THE BENEFICIARY AND NOT THE GUARDIANS FUND.**