



CAPE JOINT PENSION FUND

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Fund Registration No: 12/8/1278/2

HUMAN RESOURCES NEWS UPDATE

VOLUME: 145 - APRIL 2015

Please remember our Human Resources Newsletter has been drawn up specifically for staff who have been trained on Fund-related matters. We ask that you please inform the Fund of any changes in HR staff, so that we can ensure that the right people receive regular Fund updates.

IMPORTANT UPDATES – IMPORTANT UPDATES

REMINDER: ANNUAL GENERAL MEETING 2015

The 31st Annual General Meeting is scheduled to take place on the 29 May 2015 **at the CR Louw Auditorium, Sanlam Head Office, Strand Road, Bellville**. Registration begins at 08:00 and the meeting will start at 09:00. Please remind the attending delegates to bring their agenda packs with them. Their packs will be in the mail at the beginning of May 2015.

HOUSING LOANS

The fund issues surety for a non mortgage home loan through FNB. A member can apply for an amount up to a maximum of 60 % of their fund value. Approval of the loan is subject to the National Credit Act (NCA) and may only be used for housing purposes. This includes alterations to an existing property, purchasing of a property or for transfer cost. The member or HR Department can call our call centre for the surety amount, and the following documents must be submitted when applying for the loan.

- Certified date stamped ID copy
- Latest payslip
- Proof of latest residential address (not older than 3 months)
- Valid Quotations for the loan amount (not older than 1 month)
- Offer to Purchase
- Bank statement

Trustees: Mr HF Botha (Chairman), Ms M van Zyl (Deputy Chairperson), Mr DL Carstens, Mr M de K de Waal, Mr I du Toit, Mr PW Esterhuizen, Mr J Jacobs, Mr J Lawack, Mr WR Meiring, Mr JAH van den Berg, Mr JDB van der Merwe, Mr JD Venter

Principal Officer: Adv JvA Booyens
Rev. 201412

- If the member is married in community of property, a certified copy of the marriage certificate and a certified copy of a spouses ID document must be provided.

THE IMPORTANCE OF THE BENEFICIARY NOMINATION FORM

It is of utmost importance that the Fund has the member's latest updated nominees and beneficiaries as well as their contact details on record. This document serves as an important guideline to the Trustees when making a decision on who the death benefit should be paid to.

Providing the Fund with an updated beneficiary nomination form, will assist with the process when a funeral or a death claim is submitted to the Fund.

Members can view their current list of beneficiaries by logging onto the secure access website using their username and password, or they can contact the Fund's call centre, who would be able to confirm their current beneficiaries listed.

Should a change in nominees and beneficiaries take place, then a beneficiary nomination form needs to be completed and submitted to the Fund. The beneficiary nomination form is available on the Fund's website, www.cjpf.co.za or it can be faxed or e-mailed to you on request. The form must be signed and dated by the member and can either be faxed or e-mailed to the Fund.

HAVE YOU VISITED THE FUND'S NEW WEBSITE?

The Fund's website provides you, the Human Resources Officers, as well as our members, access to Fund information. You can access and download the different Fund claims forms, the Fund Rules, information on the Board of Trustees and their meeting dates, latest Newsletters and so much more.

If you have not visited the Fund's website yet, we encourage you to do so at www.cjpf.co.za, as this will assist you in answering member queries related to the Fund.