

**TRUSTEES FOR THE FUTURE PROPRIETARY LIMITED**

T/A

**TRUSTEES FOR THE FUTURE (PTY) LTD**

**Registration Number of Company: 2006/006659/07PAIA**

**MANUAL**

**in terms of**

***Section 51***

**of the Promotion of Access to Information Act**

**Act 2 / 2000 ("PAIA,**

**the "ACT")**

DATE OF COMPILATION: 05-07-2021  
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**1. INTRODUCTION**

**TRUSTEES FOR THE FUTURE (PTY) LTD** conducts business as a Fiduciary- and Financials Services Provider and is a juristic representative of Futurum Financial Group (Pty) Ltd registration number 1998/013952/07, an approved financial service provider, FSP 654.

**2. COMPANY CONTACT DETAILS (Section 51 (1) (a))**

Directors: Mr. H.L. Klopper

Mrs. T.P. Wallis

Mrs. K. Eckley

CEO: Mrs. Karen Eckley

Postal Address: P.O. Box 1993, Potchefstroom, 2520

Street Address: FFG Building, 19 & 21 Totius Street, Potchefstroom 2531

Telephone Number: (+27)18 2930 656

Fax Number: not applicable

Email: privateoffice@trusteesforthefuture.co.za

### 3. **THE PAIA ACT (Section 51(1) (b))**

- 3.1** The Act grants a Requester access to Records of a Private Body, if the Record is required for the exercise or protection of any Rights.
- 3.2** Requests in terms of the Act shall be made in accordance with the prescribed procedures.
- 3.3** Requesters are referred to the Guide in terms of Section 10 which has been compiled by the South African Human Rights Commission, which will contain information for the purposes of exercising Constitutional Rights. The Guide is available from the SAHRC.

The contact details of the INFORMATION REGULATOR (SA):

Fisiese Adres: JD House Stiemensstraat 27 Braamfontein, Johannesburg  
Posbus Adres: Posbus 31533 Braamfontein, Johannesburg 2017  
Telefoon Nommer: +27-11-877 3600  
Faks Nommer: +27-11-403 0625  
Klagtes: [Complaints.IR@justice.gov.za](mailto:Complaints.IR@justice.gov.za)  
Webwerf Adres: [inforeg@justice.gov.za](mailto:inforeg@justice.gov.za)

### 4. **APPLICABLE LEGISLATION (Section 51 (1) (c)).**

<b><u>No</u></b>	<b><u>Ref</u></b>	<b><u>Act</u></b>
1	No 71 of 2008	Companies Act
2	No 57 of 1988	Trust Property Control Act
3	No 55 of 1998	Employment Equity Act
4	No 95 of 1967	Income Tax Act
5	No 66 of 1995	Labour Relations Act
6	No 89 of 1991	Value Added Tax Act
7	No 37 of 2002	Financial Advisory and Intermediary Services Act
8	No 75 of 1997	Basic Conditions of Employment Act
9	No 69 of 1984	Close Corporations Act
10	No 25 of 2002	Electronic Communications and Transactions Act
11	No 2 of 2000	Promotion of Access of Information Act
12	No 30 of 1996	Unemployment Insurance Act
13	No 45 of 1955	Estate Duty Act
14	No 65 of 1966	Administration of Estates Act
15	No 88 of 1984	Matrimonial Property Act

**5. Schedule of Records (Section 51 (1) (d)).**

<b>Records</b>	<b>Subject</b>	<b>Availability</b>
Public Affairs	<ul style="list-style-type: none"><li>• Media Releases</li></ul>	Freely available on website <a href="http://www.trusteesforthefuture.co.za">www.trusteesforthefuture.co.za</a>
Financial	<ul style="list-style-type: none"><li>• Financial Statements</li><li>• Financial and Tax Records</li><li>• Asset Register</li><li>• Management Accounts</li></ul>	Request in terms of PAIA. Request in terms of PAIA Request in terms of PAIA Request in terms of PAIA
Marketing	<ul style="list-style-type: none"><li>• Products and services</li></ul>	Limited Information available on website.
General	<ul style="list-style-type: none"><li>• Fees</li><li>• Company structure and -shareholding</li><li>• Company directors</li></ul>	Request in terms of PAIA Request in terms of PAIA Available on CIPC e-services

**6. FORM OF REQUEST (Section 51 (1) (e))**

To facilitate the processing of your request, kindly:

- 6.1** Use the prescribed form, available on the website of the INFORMATION REGULATOR at <https://www.justice.gov.za/inforeg/index.html>.
- 6.2** Address your request to the Head of the Company (CEO).
- 6.3** Provide sufficient details to enable the COMPANY to identify:
- (a) The Record(s) requested;
  - (b) The Requester (and if an agent is lodging the request, proof of capacity);
  - (c) The form of access required;
  - (d) (i) The postal address or fax number of the Requester in the Republic;  
(ii) If the Requester wishes to be informed of the decision in any manner (in addition to written) the manner and particulars thereof;
  - (e) The right which the Requester is seeking to exercise or protect with an explanation of the reason the Record is required to exercise or protect the right.

**7. PRESCRIBED FEES (Section 51 (1) (f)).**

The following applies to requests (other than personal requests):

- 7.1** A requestor is required to pay the prescribed fees (R50.00) before a request will be processed;
- 7.2** If the preparation of the Record requested requires more than the prescribed hours (six), a deposit shall be paid (of not more than one third of the access fee which would be payable if the request were granted);
- 7.3** A requestor may lodge an application with a court against the tender/payment of the request fee and/or deposit;
- 7.4** Records may be withheld until the fees have been paid.
- 7.5** The fee structure is available on the website of the INFORMATION REGULATOR at <https://www.justice.gov.za/infoereg/index.html>.