momentum   **METROPOLITAN**

METROPOLITAN PENSION PRESERVATION FUND

FSCA registration number 12/8/38131

Postal address:	PO Box 2212 Bellvile 7535
Physical address:	Metropolitan, Parc Du Cap 1 Mispel Road Bellville, 7530
Telephone:	+27 (0)21 940 5911
Principal Officer:	Natasha Marhye Email: natasha.marhye@momentum.co.za
Information Officer:	Douw Lotter Email: DLotter@mmltd.co.za

INFORMATION MANUAL

Prepared in terms of Section 51 of the Promotion of Access to Information Act for assistance in requesting information from:

Metropolitan Pension Preservation Fund

List of subjects and categories of records to which you could have access to:

1. Names of Trustees
2. Name of Chairperson
3. Fund Rules
4. Administration Agreement

These records include, but are not limited to, the records that pertain to the Fund's own affairs.

Procedure to request information:

1. Complete Form C (PAIA003E). You can download it here.

2. Send the completed form to the address below and mark it for the attention of the Information Officer:

    Mr Douw Lotter c/o Momentum Metropolitan Life Limited
    PO Box 7400
    Centurion 0046
    Or email to: DLotter@mmltd.co.za

3. The Information Officer will then process your request and inform you of the fees you have to pay (if applicable), and of the different procedures that must be followed to finalise your request.

Note: Access to certain information may be denied on the grounds set out in the Promotion of Access to Information Act.

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