



Application for continued membership

Enquiries: 086 0100 678

Email: newbusiness@medihelp.co.za

Postal address: PO Box 26004, ARCADIA, 0007

www.medihelp.co.za

How to complete this form:

- We recommend that you use our online application form on our website at www.medihelp.co.za under "Join/Apply online". You can also use our editable PDF form and add your signature electronically before you email the form to us, but if you prefer to complete a print version, please complete the form in print using black ink and email or post all pages of the form to Medihelp.
- Please complete all sections in full and sign the application form, also where your signature is required at Sections 5, 7 and 8. Read and make sure you understand the conditions for membership in Section 8 before you sign the form. Incomplete information may delay the application process.
- Email the completed and signed form to newbusiness@medihelp.co.za.

The next steps after we receive your application:

- We will contact you should we require any details that were omitted on the application form or if we require any additional information to determine the conditions of your membership. You can also use the Application in Motion (AiM) functionality on our website at <https://onlineapplication.medihelp.co.za> to track your application and to provide further details, if necessary.
- We will send a welcome letter, SMS or email to you and/or your adviser to let you know when your application has been completed.

Please indicate the nature of your application by ticking the appropriate box:

- Continued membership for existing dependants of a deceased member
- Membership for dependants who no longer qualify as dependants in terms of Medihelp's Rules
- Status change on the same plan – spouse/partner on previous membership becomes the principal member with new membership
- Principal member and dependant split membership and both remain on the same plan
- Request a new membership number due to a stolen membership card or identity theft

1. When would you like your cover to start?

2. Your information (person who requests membership)

Previous membership number

ID/passport number

Title

A copy of your passport must be attached if you use your passport number.

Surname Initials

First names Gender

Known as

Marital status

Married in community of property	Married out of community of property	Single	Divorced	Widow	Widower	Other (specify)
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Date of birth Date of marriage

Income tax number Language

Please indicate your race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

3. Your contact information

Residential address Tel No. (W) Code No.

Tel No. (H) Code No.

Code Cell phone number

Is your postal address the same as your residential address? Email address

Postal address We will use this email address to keep you up to date with important information on your journey to good health.

Code

May Medihelp use your and your dependants' personal details to get your opinion on the quality of our service?

To improve the quality of our communication to you, please indicate if the following is applicable to you:

Visually impaired Hearing impaired

4. Details of your employer or the institution responsible for paying your subscriptions

Name of employer/institution _____

Campus/site _____

Branch code/employer group number _____

Payroll number _____

Appointment date

Appointment

Pay area _____

Permanent Temporary

Office stamp of employer

5. Select a plan that will suit your needs by marking your choice with an "X"

5.1 Plans

Note:

- If you choose a plan with a savings option (MedAdd, MedAdd Elect, MedSaver, MedPrime, MedPrime Elect or MedElite), please refer to Section 5.3; and
- If you choose MedMove!, MedVital Elect, MedAdd Elect, MedElect or MedPrime Elect please refer to Section 5.4.

Vital plans

- MedMove!
- MedVital
- MedVital Elect

Saving plans

- MedAdd
- MedAdd Elect
- MedSaver

Comprehensive plans

- MedPrime MedElite
- MedPrime Elect MedPlus
- MedElect

Important: If no benefit option is marked, Medihelp will enrol you on the benefit option applicable to your previous membership.

5.2 Students – MedElect only

Please provide proof of your enrolment as a student. Proof of your monthly income may also be requested.

- Acceptable proof of enrolment as a student is proof of registration for studies on an official letterhead of the tertiary institution or vocational training college where you are registered as a student.
- Acceptable proof of income, should Medihelp request this, is the past three months' official bank statements containing the initials and surname of the account holder and reflecting your income. Other additional proof of income may also be required.

5.3 Utilisation of savings account funds

MedAdd, MedAdd Elect and MedSaver

Please indicate your preference. If you do not select an option, Medihelp will pay all qualifying medical expenses from your savings account:

- Pay all qualifying day-to-day and hospital related medical expenses from my savings account.
- Pay only selected qualifying day-to-day medical expenses from my savings account (excluding certain in-hospital expenses such as co-payments).

MedPrime, MedPrime Elect and MedElite

- If you enrol on the MedPrime, MedPrime Elect or MedElite plan, all qualifying day-to-day medical expenses will be paid from your savings account first.

5.4 Declaration by applicants who apply for enrolment on MedMove!, MedVital Elect, MedAdd Elect, MedElect or MedPrime Elect

I confirm that I am aware of the following:

1. I will be liable for co-payments if I do not use Medihelp's hospital network, designated service providers (DSPs) and formulary medicine.
2. I must register my prescribed minimum benefits (PMB) conditions with Medihelp and my PMB chronic medicine must be pre-authorized by Medihelp. Medihelp uses a DSP for PMB chronic medicine and a formulary applies. I will be responsible for a co-payment* on my PMB chronic medicine should I fail to obtain this medicine from the DSP or deviate from the formulary for my plan.
3. My treating specialists should form part of Medihelp's DSP specialist network in order to prevent co-payments on PMB treatments.
4. I must use Medihelp's hospital network for all planned hospital admissions. If there is no network hospital available near my place of residence, I will need to travel to the nearest network hospital to obtain medical services. If I use a non-network hospital instead, I will be liable for a co-payment*, unless the treatment required is in respect of an emergency medical condition** which warrants the involuntary use of a non-network hospital. I further note that in a medical emergency, authorisation for the hospital admission should be obtained on the first workday after the admission if I am unable to obtain the authorisation on the day of admission.

* Please refer to your plan's guide/brochure for all applicable co-payments.

** Please refer to your plan's guide/brochure for the definition of an emergency medical condition.

Signature of applicant	<input style="width: 95%;" type="text"/>	Date	<input type="text" value="2"/> <input type="text" value="0"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="m"/> <input type="text" value="m"/> <input type="text" value="d"/> <input type="text" value="d"/>
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6. Your dependants that you wish to register

You may register the following dependants:

- Spouse/partner.
- Father/mother/brothers/sisters/grandchildren of the applicant and whose financial care is entrusted to the applicant (**PLEASE NOTE:** These dependants of the spouse/partner cannot be registered as dependants of the applicant, and grandchildren of the applicant pay the same contribution as that of an adult dependant, unless legally adopted).
- Dependent own children (of the applicant and spouse/partner).
- Dependent stepchildren (of the applicant and spouse/partner).
- Adopted children/foster children/children in temporary safe care/children born in terms of a surrogate motherhood agreement (of the applicant and spouse/partner). Official proof of the Court, clerk of the Court or appointed social worker must be provided in terms of the set criteria determined by Medihelp - foster children and children in temporary safe care may be registered as dependants only up to the age of 21 years in terms of legislation.
- In the case of dependants who are not South African citizens, a copy of their passport must be submitted with the completed application.

Spouse/partner (complete only if applying for registration as a dependant)

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X) Spouse Partner

Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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Dependant 2

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X)

Child dependant Own child Adopted child Foster child Child born in terms of a surrogate motherhood agreement Stepchild Child in temporary safe care **Other relative** Grandchild Mother Father Brother Sister

If you have marked one of the options at "**Other relative**" and the dependant is 26 years and older (for all options except MedElect) or 21 years and older (for MedElect), please indicate the following:

Married?

Yes	No
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 Financially dependent on you?

Yes	No
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Does the dependant earn an income?

Yes	No
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 If so, how much does the dependant earn per month? R

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Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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6. Your dependants that you wish to register (continued)

Dependant 3

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X)

Child dependant Own child Child born in terms of a surrogate motherhood agreement **Other relative** Grandchild Brother

Adopted child Stepchild Mother Sister

Foster child Child in temporary safe care Father

If you have marked one of the options at "Other relative" and the dependant is 26 years and older (for all options except MedElect) or 21 years and older (for MedElect), please indicate the following:

Married?

Yes	No
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 Financially dependent on you?

Yes	No
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Does the dependant earn an income?

Yes	No
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 If so, how much does the dependant earn per month? R

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Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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Dependant 4

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X)

Child dependant Own child Child born in terms of a surrogate motherhood agreement **Other relative** Grandchild Brother

Adopted child Stepchild Mother Sister

Foster child Child in temporary safe care Father

If you have marked one of the options at "Other relative" and the dependant is 26 years and older (for all options except MedElect) or 21 years and older (for MedElect), please indicate the following:

Married?

Yes	No
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 Financially dependent on you?

Yes	No
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Does the dependant earn an income?

Yes	No
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 If so, how much does the dependant earn per month? R

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Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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6. Your dependants that you wish to register (continued)

Dependant 5

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X)

Child dependant	<input type="checkbox"/> Own child	<input type="checkbox"/> Child born in terms of a surrogate motherhood agreement	Other relative	<input type="checkbox"/> Grandchild	<input type="checkbox"/> Brother
	<input type="checkbox"/> Adopted child	<input type="checkbox"/> Stepchild		<input type="checkbox"/> Mother	<input type="checkbox"/> Sister
	<input type="checkbox"/> Foster child	<input type="checkbox"/> Child in temporary safe care		<input type="checkbox"/> Father	

If you have marked one of the options at "Other relative" and the dependant is 26 years and older (for all options except MedElect) or 21 years and older (for MedElect), please indicate the following:

Married?

Yes	No
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 Financially dependent on you?

Yes	No
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Does the dependant earn an income?

Yes	No
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 If so, how much does the dependant earn per month? R

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Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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Dependant 6

Surname _____ Title

Mr	Mrs	Ms	Other (specify)
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First names in full _____

Known as _____

ID/passport number

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 Gender

Male	Female
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Date of birth

y	y	y	y	m	m	d	d
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 Cell phone number

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Email address _____

Relationship to applicant (please select **one** by marking with an X)

Child dependant	<input type="checkbox"/> Own child	<input type="checkbox"/> Child born in terms of a surrogate motherhood agreement	Other relative	<input type="checkbox"/> Grandchild	<input type="checkbox"/> Brother
	<input type="checkbox"/> Adopted child	<input type="checkbox"/> Stepchild		<input type="checkbox"/> Mother	<input type="checkbox"/> Sister
	<input type="checkbox"/> Foster child	<input type="checkbox"/> Child in temporary safe care		<input type="checkbox"/> Father	

If you have marked one of the options at "Other relative" and the dependant is 26 years and older (for all options except MedElect) or 21 years and older (for MedElect), please indicate the following:

Married?

Yes	No
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 Financially dependent on you?

Yes	No
-----	----

Does the dependant earn an income?

Yes	No
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 If so, how much does the dependant earn per month? R

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Please indicate your dependant's race only if you wish to do so (the information is compiled for national statistical purposes by the Council for Medical Schemes):

Black Coloured Indian/Asian White Other

Is this dependant's residential address the same as the principal member's residential address?

Yes	No
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If "No", please provide the following details:

Dependant's residential address _____

_____ Code

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7. Banking details

7.1 Complete this section if you will pay your own contributions:

I hereby authorise Medihelp to recover the applicable contributions payable by me to Medihelp by debit order from my bank account, monthly on the date indicated below. I further authorise Medihelp to increase or decrease the contribution, should it be necessary, and recover the amended amount, or any contributions in arrears, from my bank account.

Please deduct my monthly contributions by debit order from my bank account on the following date (choose only one option by marking an "X"):

<input type="checkbox"/>	On the first workday of the month in which I requested enrolment and thereafter on the first workday of every subsequent month.
<input type="checkbox"/>	On the 25th day of the month prior to my enrolment and thereafter on the 25th day of the subsequent months of my membership.
<input type="checkbox"/>	On the last workday of the month prior to my enrolment and thereafter on the last workday of the subsequent months of my membership.

Note:

- Your contributions are payable in advance, and if your membership cannot be finalised in time for the deduction date chosen above, Medihelp will make two separate debit order deductions in your first month of membership, namely on the first available workday following the activation of your membership AND on the actual date you have chosen in the same month. Medihelp will thereafter collect your contributions monthly on the date you have chosen above.
- If the debit order deduction date falls on a weekend or a public holiday, your contributions will be deducted on the first workday after the selected deduction date.
- If no debit order deduction date is selected, Medihelp will make the deduction on the first workday of the month.

7.2 Mark this section if your employer/an institution will pay your contributions:

My employer/institution as my authorised agent hereby authorises Medihelp to recover the applicable contributions payable by my employer/institution as my authorised agent to Medihelp by debit order from my employer/institution as my authorised agent's bank account monthly on the last workday of each month as from the date of enrolment. I authorise Medihelp to increase or decrease the contributions, should it be necessary, and recover the amended amount, or any contributions in arrears, from my employer/institution as my authorised agent's bank account.

7.3 Complete your banking details for debit order deductions and credit refunds (all applicants must complete this information):

1. Use the account below for all transactions

2. Use the account below only for the recovery of contributions
NB: If you select this option, please complete your banking details for credit refunds in the table on the right.

Bank _____

Branch _____

Branch code

Type of account

Name of account holder _____

Account number _____

Use the account below for credit refunds only
NB: If you selected option 2 on the left, please complete your banking details below.

Bank _____

Branch _____

Branch code

Type of account

Name of account holder _____

Account number _____

If only one bank account number is provided, this account will be used both for the recovery of contributions and for refunding credit amounts. In the case of a trust, a copy of the trust deed must be submitted and the responsible trustee must sign.

Signature of account holder/authorised signatory for recovery of contributions

Signature of account holder for credit refunds

8. Conditions of membership, declaration by applicant and consent for Medihelp to process personal information

Medihelp confirms that:

1. Your and your registered dependants' personal and medical information will be treated confidentially and will not be sold to a third party or used for commercial or related purposes;
2. Security measures have been implemented to protect your data and that Medihelp employees and contracted parties have access to your data to process and pay claims, among other things, and that they have signed a confidentiality agreement in terms of which they undertake not to disclose your personal information to any unauthorised parties;
3. Your personal information will only be used for purposes such as processing your application for membership, paying your medical claims, determining whether you are entitled to benefits, managing risks, and for any communication purposes or marketing initiatives undertaken by Medihelp;
4. The Scheme will accept liability for any breach of confidence and will manage such occurrences in accordance with its internal policy; and
5. Should you make use of a Medihelp-contracted brokerage's services then relevant membership information will be made available to the appointed brokerage in order to render a service to you, and any authorised person at the brokerage may instruct Medihelp to change any of your personal information except for your banking details, unless you instruct Medihelp otherwise.

Your responsibilities as a member of Medihelp:

6. I will ensure that I know all the provisions of Medihelp's Rules and will read all the correspondence from Medihelp, such as newsletters and statements, and I will study my benefit guide and familiarise myself with the coverage offered by the benefit plan that I have chosen.
7. I undertake to abide by the Rules, as amended from time to time and available at www.medihelp.co.za on the secured website for members, and to not submit any fraudulent claims or commit any fraudulent acts.
8. I declare that the information provided in this application for membership is accurate and complete. I understand that any false declaration or omission of information may result in the termination of my membership and that of my registered dependants or any other measures which Medihelp, in its sole discretion, may decide to take, subject to appeal procedures. I understand that it is my responsibility to ensure that the details provided in this application are true and complete for myself and my dependants, even if this application was completed by my financial adviser or any other third party on my behalf. **I undertake to notify Medihelp in writing should there be any changes in my health status or that of my dependants after my application for membership has been submitted but prior to my membership commencement date. I confirm that the residential address stated on page 1 is the address that I choose for the purpose of serving any legal documentation. I undertake to notify Medihelp in writing should there be any future changes in my personal details and/or banking details and I understand that any non-adherence hereto may result in my membership being terminated in accordance with the provisions of the Medical Schemes Act and Medihelp's registered Rules.**
9. I understand that this application form is valid for a period of 30 days from the date of signature. The period may be further extended, subject to Medihelp's discretion, up to a maximum of 60 days, whereafter the application form will be cancelled and I will be required to submit a new application form.
10. I confirm that neither my dependants nor I will be registered as beneficiaries of another registered medical scheme on the date on which I requested membership of Medihelp.
11. I take note that the monthly contribution fees will be due on the date selected by me at Section 7 of this application form or on the first workday after this date, and thereafter on the same day of every subsequent calendar month. Should my employer/institution, as my authorised agent, undertake to pay my contributions to Medihelp, I give permission to my employer/institution to deduct the amount payable to Medihelp from my salary and pay such amount over to Medihelp. I furthermore give permission that Medihelp may provide the following information to my employer/institution in order to pay contributions: my identity number, my tax certificate information, as well as my dependants' dates of birth, ages and relationship. I am also responsible for repaying any debt outstanding on my medical savings account, if applicable, should I terminate my membership of Medihelp.
12. I confirm that I am responsible to give advance notice of termination of membership, and that neither my dependants nor I will be registered as beneficiaries of another registered medical scheme while still members of Medihelp.

Medihelp's rights as a medical scheme:

13. I am aware that any unexpired period of an existing general or condition-specific waiting period previously imposed may be maintained by Medihelp. Medihelp shall continue to apply a late-joiner penalty that was applied on a beneficiary during the initial enrolment. Medihelp may finalise my membership without issuing a document containing the conditions of my membership in the event that no waiting period and/or late-joiner penalty is imposed.
14. I am also aware that Medihelp may restrict benefits to be granted and limit amounts/tariffs to be paid in respect of particular services, for example by enforcing co-payments and exclusions.
15. Medihelp's Rules may provide for various interventions designed to promote cost-effectiveness and appropriateness of services, such as pre-authorisation and using designated service providers.
16. Medihelp may also restrict interchanges between benefit plans to the beginning of a year, and require a notice period as set out in the Rules.
17. Medihelp may refuse to pay a claim that is submitted after the period as prescribed in the Rules.
18. I am further aware that my benefits may be suspended should I not pay my contributions or debt in full, that my membership may be terminated should any amount still be outstanding 30 days after the date of suspension, and that my account will be handed over for collection.
19. I am aware that Medihelp may increase its contributions annually at the beginning of the year.

Protection of information:

20. I hereby give permission, and declare that I have obtained the consent of all my dependants, that –
- 20.1 Medihelp may enquire about my health status or that of my dependants at any medical doctor or any person who is in possession of such information, and give permission for the doctor or person concerned to make such information available to Medihelp and its contracted third parties for the administration of my health plan;
- 20.2 My dependants may enquire about my personal and medical information and that of any of my dependants at Medihelp's disposal;
- 20.3 Any adviser appointed by me and whose appointment is accepted by Medihelp, may have access to my personal and medical information and that of any of my registered dependants at Medihelp's disposal, and that such adviser or an authorised person at the brokerage may instruct Medihelp to change any of my personal information for the purpose of proper administration and underwriting, except for my banking details;
- 20.4 Medihelp may disclose my and my dependants' medical and personal information to medical service providers for the purpose of delivering medical services to me and my dependants and to pay for such services; and
- 20.5 Medihelp may share my information for statistical analysis and academic research purposes.

8. Conditions of membership, declaration by applicant and consent for Medihelp to process personal information (continued)

- 21. I take note that Medihelp complies with the stipulations of the Protection of Personal Information Act 4 of 2013 (POPIA).
- 22. I agree that all my telephone conversations and/or that of my dependants with Medihelp and/or its contracted third parties may be recorded for quality control purposes and to help detect and prevent fraud.
- 23. I agree that Medihelp may, for the purpose of considering my application for membership or conducting underwriting or risk assessments or considering a claim for medical expenses, request information about me and my dependants from medical practitioners, financial advisers, industry regulatory bodies or employers/institutions.
- 24. I further consent, and declare that I have obtained the consent of my dependants, that Medihelp may provide any credit bureau or credit providers industry association with any information about my/my dependants' consumer credit record, including and not limited to information about my/my dependants' credit history, financial history, personal information (excluding medical information) and judgment or default history.

Signature of applicant Date

Should you be applying on behalf of another person as guardian or curator, please complete the following:

In your capacity as

ID/passport number Title

A copy of your passport/ID document, as well as the document confirming your appointment as guardian/curator, must accompany this application. If you are signing as the applicant's parent, a copy of your passport/ID document and the applicant's birth certificate must accompany this application.

First name _____ Surname _____

Telephone number Code _____ No. _____

Cell phone number _____

9. Undertaking and declaration by adviser

NB: If this section is not completed in full by the adviser, no commission will be paid.

I declare that -

- 1. the applicant has appointed me as his or her adviser and is entitled to cancel my services at any time;
- 2. I have signed a valid contract with my Medihelp-contracted brokerage; and
- 3. the applicant has signed the application in person.

I take note that the adviser/brokerage indemnifies Medihelp against any non-adherence to the legal requirements as quoted above.

Name of brokerage _____

Brokerage code Adviser code

Name and surname of adviser _____

Telephone number Code _____ No. _____

Email address _____

Signature of adviser Date

For office use only

In case of a dispute, the registered Rules of Medihelp will apply.