

Leaf Capital (Pty) Ltd
REG NO 1997/020724/07
VAT NO 4260211950

PHYSICAL 5th Floor, Protea Place
Protea Rd, Claremont, 7708

POSTAL PO Box 44302
Claremont, 7735

TEL +27 21 657 1180
WEB www.leafcapital.co.za



08 September 2023

TO WHOM IT MAY CONCERN

Nicolene Theresa Geldenhuys was employed by Leaf Capital (Pty) Ltd in the position of a Senior Group Property Accountant from 1 April 2011 to 31 July 2017. This was a full-time employment position and the amount of hours per week was 40.

The following main duties were performed on a daily basis by Nicolene Theresa Geldenhuys:

Group Senior Fund and Property Accountant

1. Prepared fund board/management packs and monthly/quarterly management accounts.
2. Managed and reviewed cash flow, forecasting, and budget preparation.
3. Oversaw compliance processes and worked closely with compliance officer.
4. Prepared fund performance analysis and balance sheet reconciliations.
5. Created and assisted in preparation of investor reports, fact sheets, and presentations.
6. Managed annual audits and provided support to the financial director.
7. Prepared statutory group/entity annual financial statements.
8. Ensured compliance with IFRS and regulatory requirements.
9. Participated in board meetings and shareholders' meetings.
10. Performed full accounting functions up to trial balance.
11. Provided advice and support as needed.
12. Managed property managers and fund administrators.
13. Implemented internal financial and operational controls.
14. Recommended and implemented changes in accounting/financial systems and procedures.
15. Prepared and submitted VAT and income tax returns.

Nicolene Theresa Geldenhuys salary for the position of Senior Group Property Accountant was R389,850 per annum.

Should you require any further information, please do not hesitate to contact me.

Signature:

A handwritten signature in black ink, appearing to read 'Jacqui Hathorn', written over a faint, larger version of the same signature.

Name: Jacqui Hathorn

Designation: Director