

Lexis Convey v18.1.18

Release Notes

2022/09/13

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Lexis Convey – Lexis KYC Integration

Mortgagors, Parties, Transferors and Transferees Update

Lexis KYC is now integrated with Lexis Convey.

In the **Bonds** module the Mortgagors and Parties Tabs have been updated with the following Lexis KYC details:

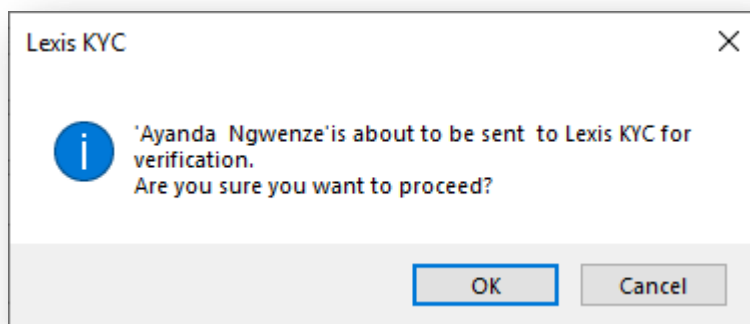
- Lexis KYC button
- Profile Status
- Customer Reference

In the **Transfers** module the Transferors and Transferees Tabs have been updated with the following Lexis KYC details:

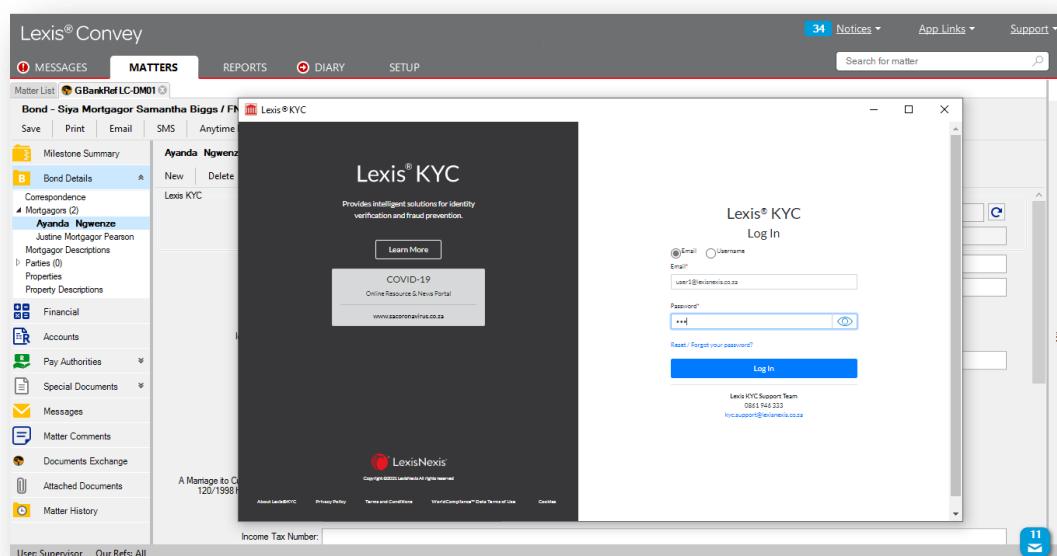
- Lexis KYC button
- Profile Status
- Customer Reference

The screenshot displays the Lexis Convey web application interface. The top navigation bar includes 'MESSAGES', 'MATTERS', 'REPORTS', 'DIARY', and 'SETUP'. A search bar is present on the right. The main content area is titled 'Bond - Siya Mortgagor Samantha Biggs / FNB Commercial Property Finance - New (Accepted)'. Below this, there are tabs for 'Mortgagors (2)', 'Parties (0)', 'Properties', and 'Property Descriptions'. The 'Mortgagors (2)' tab is active, showing a list of mortgagors. The selected mortgagor is 'Thabo Mortgagor Mzi Stone'. The form for this mortgagor is displayed, including fields for 'Profile Status', 'Customer Reference', 'Surname', 'First Names', 'Title', 'Identified by Passport?', 'Identity Number', 'Date of Birth', 'Gender', 'Civil Partnership?', 'Marital Status', 'A Marriage to Customary Marriage Act 120/1998 has been entered into:', 'ID Document Status', 'Income Tax Number', 'Spouse's Surname', 'Spouse's First Names', 'Spouse is Identified by Passport?', 'Spouse's Identity Number', 'Spouse's Date of Birth', and 'Spouse Gender'. The form is partially filled out, with some fields like 'Date of Birth' and 'Spouse's Date of Birth' showing dates. The bottom of the screen shows the user 'User: Supervisor' and 'Our Refs: All'.

Clicking the **Lexis KYC** button will allow you to confirm if you wish to proceed with sending the Mortgagors / Parties / Transferors / Transferees details to Lexis KYC for verification.

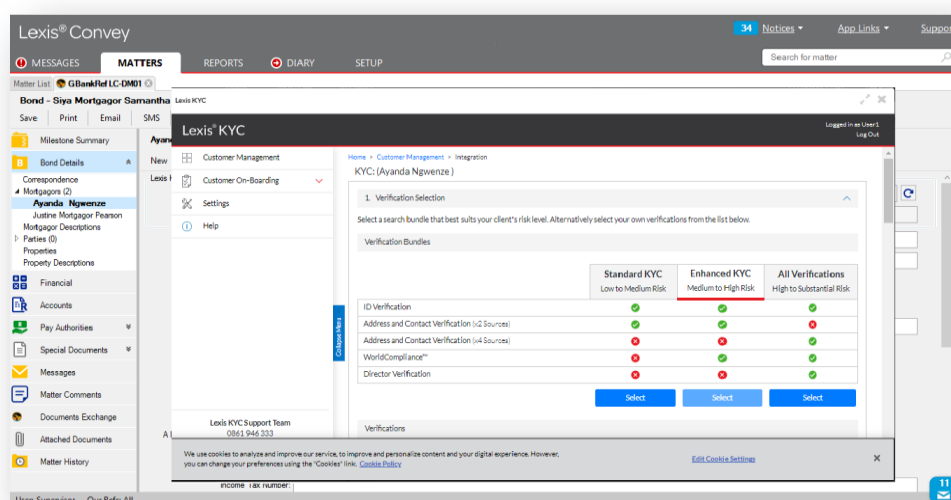


Once you confirm, you will be required to login to Lexis KYC with your Lexis KYC login credentials. Information on how to register for Lexis KYC will be provided as a link on the Lexis KYC login screen.



When you are in Lexis KYC, you will see the Mortgagors / Parties / Transferors / Transferees details that have been sent for verification.

Please add any additional information that may be required click 'Verify'.

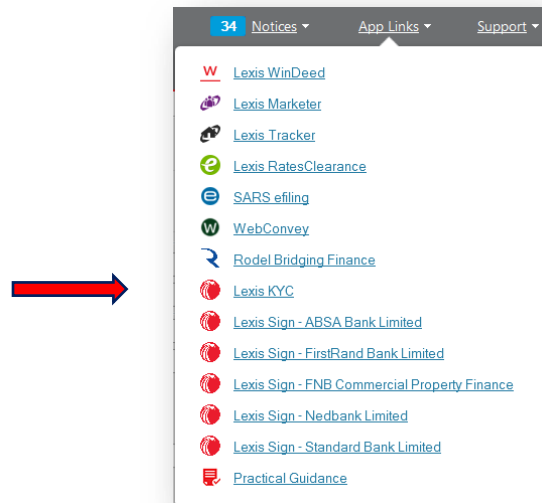


The Lexis KYC Verification status and Customer Reference will be displayed in Lexis Convey after Lexis KYC verification.

The screenshot shows the Lexis Convey application interface. The top navigation bar includes 'MESSAGES', 'MATTERS', 'REPORTS', 'DIARY', and 'SETUP'. A search bar is present on the right. The left sidebar contains a 'Matter List' and a 'Milestone Summary' section. The main area displays the 'Lexis KYC' form for a specific matter. The form includes fields for 'Profile Status' (set to 'Attention'), 'Customer Reference' (KYC-925574323), 'Surname' (Ngwenze), 'First Names' (Ayanda), 'Title' (dropdown), 'Identified by Passport?' (checkbox), 'Identity Number' (8512105180083), 'Date of Birth' (12/10/1985), 'Gender' (Male), 'Civil Partnership?' (checkbox), 'Marital Status' (Unmarried), and 'ID Document Status' (Current S.A. ID Document issued and correct). A note at the bottom states: 'A Marriage to Customary Marriage Act 120/1998 has been entered into: No'. The 'Income Tax Number' field is also present.

App links

Lexis KYC has been added to the App links dropdown list



Clicking on the Lexis KYC link will allow you to login to Lexis KYC.

The screenshot displays the Lexis KYC website. The left sidebar is dark grey with the Lexis KYC logo and text: "Provides intelligent solutions for identity verification and fraud prevention." Below this is a "Learn More" button. A grey box highlights a "COVID-19 Online Resource & News Portal" with the URL "www.sacoronavirus.co.za". The LexisNexis logo and copyright notice "Copyright ©2021 LexisNexis All rights reserved" are at the bottom of the sidebar. The main content area is white and titled "Lexis® KYC Log In". It features radio buttons for "Email" (selected) and "Username". Below are input fields for "Email*" (containing "user1@lexisnexis.co.za") and "Password*" (containing masked characters). A "Reset / Forgot your password?" link is present. A blue "Log In" button is at the bottom. Contact information for the Lexis KYC Support Team (0861 946 333, kyc.support@lexisnexis.co.za) is listed at the very bottom.

KZN Correspondent Conveyancing Fee 2022

The KZN Correspondent Conveyancing Fees have been updated to reflect the changes as per CIRCULAR 22 of 2022 which came into effect on 01 August 2022.

SARS Integration Updates

Nature of Party Update

The "Unincorporated Body of Persons - Joint Venture not registered with CIPRO" option on the 'Nature of Party' field in the Transferors / Transferees page has been removed.

Edit transferor

SARS details

First Names: Jannie SARS Limit [6/50]

Initials: J

Surname: van der Merwe

Identity number: 7302065000005

Date of birth: ☒ 2/6/1973

Gender: Male

Share of property %: 100.00

Nature of party: ⚠

Marital status: Public Company - Registered with CIPC

Cell number: Retirement Fund - Pension, Provident and Annuity Funds regulated by the Financial Services Board

Income tax number: Secondary Co-Operative - Registered with CIPC

Annual income: Sectional Title Entity - Sectional Title Schemes created and managed under the National Sectional

VAT number: Sole proprietor - An Individual trading under Personal Capacity

Country of residence: Special Trust - Type A - Trust Incorporated under the Trust Property Control Act No. 57 of 1988

Passport number: Special Trust - Type B - Trust Incorporated under the Trust Property Control Act No. 57 of 1988

Passport country: Tertiary Co-Operative - Registered with CIPC

Effective date of transaction: ☒ 9/6/2022 Date sale agreement was signed

Connected to buyer: ☐

Marital notes:

Save and Previous Save and Next Save and Close

ID Number

ID number field validation has been updated for Transferors and Transferees as follows:

- The ID Number is not required if the Passport Country of citizenship = ZAF or ZA.
- The Passport Country is not to be supplied when ID Number is provided.
- The Passport Number and Passport Country are required if Passport Country of citizenship is any other country except ZAF or ZA.

Passport Country

Passport Country field validation has been updated for Transferors and Transferees as follows:

- When the Passport Number is completed, the Passport Country becomes mandatory.
- If the Passport Country of citizenship = ZAF or ZA, then the ID Number becomes mandatory.
- The Passport Country must not be supplied when an ID Number is provided.
- If the Passport Country of Citizenship is any other country except ZAF or ZA, then the Passport Number and Passport Country becomes mandatory.

FirstRand Bank Home Loans: Financial Tab

A new 'Insurance Details' field has been added below the 'Amount of Insurance' to the **Financial** page for FirstRand Bank Home Loans.

Lexis® Convey

22 Notices App Links Support

MESSAGES MATTERS REPORTS DIARY SETUP

Search for matter

Matter List FileRef\WG12345 00700046000100010004 AGFNB HL 44/2022

Bond - MR I ESSOP MRS A KADIR / FirstRand Bank Limited - New (Lodged)

Save Print Email SMS Anytime Milestones Send/Receive Lexis WinDeed Lexis Tracker Accounting

Milestone Summary Bond Details Financial Accounts Pay Authorities Special Documents Messages Matter Comments Documents Exchange Attached Documents Matter History

Financial

Interest Rate: 11.5

Fixed Interest? ☐

Instalment: 3182.61

Payment must be made prior to which day of the month?

Account Number to be Debited:

Building Bond? ☐

Amount of Insurance: 987000.00

Insurance Details: ☐

Total Tariff Fee: 8840.00

Firm's Tariff Fee: 8840.00

Fee reduction amount: 0.00 ☐ BEE discount required

Firm's fee earned: 8840.00

Non Prejudice Clause:

Service Fee: 5.63

Assessment Fee: 615.60

Initiation Fee: 199.50

Date of Purchase: ☒ 11/27/2003

Purchase Price:

Estimated Transfer Costs:

User: Supervisor Our Refs: All

Clicking the 'Insurance Details' field will display the Insurance Details.

Lexis® Convey

22 Notices App Links Support

MESSAGES MATTERS REPORTS DIARY SETUP

Search for matter

Matter List FileRef\WG12345 00700046000100010004 AGFNB HL 44/2022

Bond - MR I ESSOP MRS A KADIR / FirstRand Bank Limited - New (Lodged)

Save Print Email SMS Anytime Milestones Send/Receive Lexis WinDeed Lexis Tracker Accounting

Milestone Summary Bond Details Financial Accounts Pay Authorities Special Documents Messages Matter Comments Documents Exchange Attached Documents Matter History

Financial

Interest Rate: 11.5

Fixed Interest? ☐

Instalment: 3182.61

Payment must be made prior to which day of the month?

Account Number to be Debited:

Building Bond? ☐

Amount of Insurance: 987000.00

Insurance Details: ☒

Insurance Company Name:

Insurance Policy Number: 654/32

Insurance Company Address:

Insurance Phone Number:

Total Tariff Fee: 8840.00

Firm's Tariff Fee: 8840.00

Fee reduction amount: 0.00 ☐ BEE discount required

Firm's fee earned: 8840.00

Non Prejudice Clause:

Service Fee: 5.63

Assessment Fee: 615.60

User: Supervisor Our Refs: All

Lexis DocAssembly (LDA) Various enhancements: New and Existing Documents

The following changes have been applied.

Standard Bank

The following document has been added to the **Additional Forms** Print group for Standard Bank

- KYC Guidelines

FNB Home Loans

The following document has been updated to include the 'Purchase Price' from the **Financial** Tab for FNB Home Loans:

- Confirmation by Conveyancer

FNB Home Loans Wealth

The following document has been updated to include the 'Purchase Price' from the **Financial** Tab for FNB Wealth:

- Confirmation by Conveyancer

ABSA Home Loans

A new document has been added to the **Documents for Signature** for ABSA Home Loans:

- Collateral Bond

ABSA Home Loans MT70

Payment Details (70) Milestone Update

The Payment Details (70) milestone has been updated for ABSA Home Loans.

In the **Financial** tab, the Payment Details have been updated with the following new fields:

- Ultimate Debtor Name
- Debtor Account Holder Name
- Debtor Account Holder ID Number
- Debtor Account Holder Cell Number
- Date Adjustment Type

The screenshot displays the Lexis® Convey application window. The top navigation bar includes tabs for MESSAGES, MATTERS, REPORTS, DIARY, and SETUP. A search bar for 'Matters' is located on the right. The left sidebar contains a list of navigation options: Milestone Summary, Bond Details, Financial, Payment Details (highlighted), Accounts, Pay Authorities, Special Documents, Messages, Matter Comments, Attached Documents, and Matter History. The main content area shows the 'Payment Details' form for a specific matter. The form includes fields for Agent commission, Comments, Primary Account Details (Party type, Repayment type, Contract reference, Mandate reference, Bank name, Account name, Account number, ID / Registration number, ID Type, Account type, Branch number), Ultimate debtor name, Debtor Account Holder Name, Debtor Account Holder ID Number, Debtor Account Holder Cell Number, Date adjustment rule indicator, Frequency, Fixed amount, Amount, Maximum amount, and Day of month.

SBSA MT71

New Postal Address of Mortgagor(71) Update

The New Postal Address of Mortgagor (71) Milestone has been updated for Standard Bank Home Loans.

The functionality will be hidden behind an Online setting. It will be switched on when it goes live.

In the **Mortgagors** Tab, the Correspondence details have been updated with the following new fields:

- Contact Details
 - Email
 - Cell Phone
 - Work telephone
 - Home telephone
- Residential Address
- Postal Address
- Future Residential Address
- Future Postal Address

New Postal Address of Mortgagor (71)

Contact Details Sent: 2022/09/09

Contact details (please capture at least 1 telephone number)

Email: * no-reply@lexisnexis.co.za

Cellphone number: * 0834857700

Work Telephone: 0215566870

Home Telephone:

Residential address

Address Line 1: * 250 Main Road

Address Line 2: * Great Westerford

Address Line 3: * Rondebosch, Cape Town

Postal code: * 7700

Postal address

Address Line 1: * 250 Main Road

Address Line 2: * Great Westerford

Address Line 3: * Rondebosch, Cape Town

Postal code: * 7700

Copy from Residential

Future addresses the same as above? ☒

Future postal address

Address Line 1: * 10 Vortreeker Rad

Address Line 2: * Bellville

Address Line 3: * Cape Town

Postal code: * 7535

Copy from Future Residential

Future residential address

Address Line 1: * 10 Vortreeker Rad

Address Line 2: * Bellville

Address Line 3: * Cape Town

Postal code: * 7535

Action Cancel

SBSA MT87

Additional Participant Details (87) Milestone Update

The Additional Participant Details (87) milestone has been updated for Standard Bank Home Loans. The functionality will be hidden behind an Online setting. It will be switched on when it goes live.

In the **Mortgagors** Tab, the Correspondence Details have been updated with the following new fields:

- Cell Phone Number
- Email address
- Future Correspondence Address
- Future Residential Address

For Individual Mortgagors that are married with a spouse, a new **Spouse Correspondence Details** section has been added below the Correspondence details with the following new fields:

- Correspondence Address
- Residential Address

- Future Correspondence Address
- Future Residential Address

In the **Parties** Tab, the Correspondence details have been updated with the following new fields:

- Future Correspondence Address
- Future Residential Address

For **Individual Parties** that are married with a spouse, a new **Spouse Correspondence Details** section has been added below the Correspondence details with the following new fields:

- Correspondence Address
- Residential Address
- Future Correspondence Address
- Future Residential Address

ABSA Home Loans MT87

Participant Details (87) Milestone Update

The Participant Details (87) Milestone has been updated for ABSA Home Loans. The functionality will be hidden behind an Online setting. It will be switched on when it goes live.

The following field has been added to the Participant Details (87) milestone.

- Cell Number

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