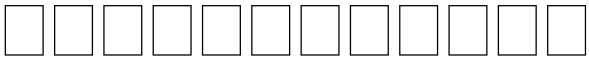
Transaction Form for Redemption of Units

TS2 # (*for office use only*)



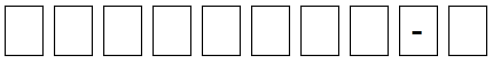
For assistance in filling this form, speak with our customer care executives at 0800-00026 or sms HELP to 8258.
You can submit the form at your nearest UBL Fund Managers Investment Center, designated UBL Branches or authorized distributor outlets. You can also courier the form to: UBL Fund Managers - Operations Office, 4th Floor, STSM Building, Beaumont Road, Civil Lines, Karachi, Pakistan.

General Instructions & Guidelines

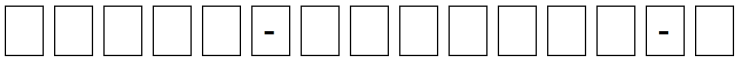
1) This form is for use by existing Unit Holders who want to make the transactions in their account for Redemption (Withdrawal) of units. Please use a separate form for each transaction type (multiple transaction types on a single form is not allowed) 2) Fill the form in block letters and in legible handwriting to avoid errors in application processing.
3) Fill the form yourself or get it filled in your presence. Do not sign and/or submit blank forms. 4) If any alteration is made, a countersign is mandatory.
5) Applications incomplete in any respect and/or not accompanied by required documents are liable to be held or rejected until complete requirements are fulfilled.
6) It is the responsibility of the applicant to carefully read and understand the guidelines and instructions provided in this form and the terms and conditions in the Offering Document(s) of the the relevant schemes prior to submitting the form.
7) Application will be processed as per cut-off timings for the Fund(s) / Plan(s). For cut-off timings sms CT to 8258.

1 Principal Unit Holder Information (Mandatory)

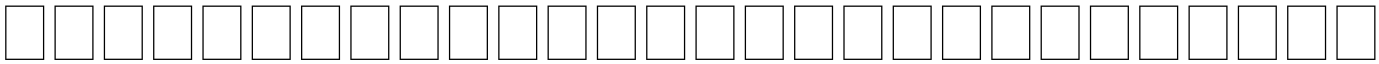
Customer ID



CNIC Number



Principal Unit Holder's Name (Mr/Ms/Mrs/Messrs)



2 Joint Unit Holder Information (If Applicable)

1. Name _____ 2. Name _____

3 Transaction Type - Redemption (Withdrawal)

	Name of Scheme (s) Short Name of Fund/Plan (s)	Type of Units	Perform on tick one ○ Amount (Rs.) ○ No.of Units ○ %	Units Mode of Holding
1				○ A/c Statement ○ Physical Certificate ○ CDS Holding

Redemption (withdrawal) amount (Rs. / Units) in words

	Name of Scheme (s) Short Name of Fund/Plan (s)	Type of Units	Perform on tick one ○ Amount (Rs.) ○ No.of Units ○ %	Units Mode of Holding
2				○ A/c Statement ○ Physical Certificate ○ CDS Holding

Redemption (withdrawal) amount (Rs. / Units) in words

	Name of Scheme (s) Short Name of Fund/Plan (s)	Type of Units	Perform on tick one ○ Amount (Rs.) ○ No.of Units ○ %	Units Mode of Holding
3				○ A/c Statement ○ Physical Certificate ○ CDS Holding

Redemption (withdrawal) amount (Rs. / Units) in words

If physical certificates are held, please attach certificates with this form, and provide:

Certificate No. ☐☐☐☐☐☐☐☐☐☐ No of units ☐☐☐☐☐☐☐☐☐☐

Incase of CDC holding, please provide:

Participant ID/IAS ID ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Client/House/Investor A/c # ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

I would like to receive encashment amount in form of ○ Cheque ○ DD/Pay Order ○ Online Account Transfers**

Bank Account # / IBAN # ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Bank Account Title ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Bank Name (Short Code) ☐☐☐☐☐☐ Branch Code ☐☐☐☐☐☐

Branch Name ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Guidelines & Instructions

1) Zakat will be deducted incase Zakat Affidavit (exemption) has not been submitted. **2)** Original (physical) certificates must be surrendered (if issued) along with this form. Partial encashment/redemption of physical certificates is not allowed. **3)** Back-end load (charges) will be applicable as per Constitutive Documents of the Fund(s)/Investment Plan(s). **4)** Incase of CDS (Electronic) Holding, if sub-account with broker is held, copy of 'Redemption Request Report' (extracted from CDS System by your broker or CDC IAS) to be submitted along with this form. **5)** Incase the amount available in a fund/plan is less than the requested amount, the entire amount will be redeemed. **6)** Incase of encashment/redemption from an investment plan, units will be redeemed from the underlying fund(s) in accordance to the weightages assigned to that plan. **7)** Partial encashment/redemption from an investment plan will only be allowed subject to maintaining of minimum investment amount in the plan. **8)** Incase of encashment/redemption from an investment plan, Insurance/Takaful Coverage (if offered) may be withdrawn if minimum amount required for coverage in that plan is not met.
Inter Branch Online Transfer facility is available with selected banks. For list of Banks, sms OT to 8258.

** I hereby indemnify UBL Fund Managers against any liability, loss or damages, compensation, legal proceedings arising as a result of the inaccurate and /or incomplete information provided by me for the execution of Online Account Transfers.

****Online Account Transfers include Online transfer within same branch, Inter Branch Online Transfer, Inter Bank Fund Transfer (IBFT-For selected banks of 1-link) and Real Time Gross Settlement (RTGS) Registrar (UBL Fund Managers Limited) shall decide appropriate mode of payment for "Online Account Transfers." Charges applicable on Online Account Transfers will be borne by Uint holders**

** Please provide complete and accurate account numbers with branch details. In case of incorrect or incomplete information, Cheque / Pay Order will be issued.
** Due to any technical reason, fund transfer may be delayed. In such case, please immediately inform at our Toll Free Customer Care No. 0800-00026. Funds are transferred as per TATs defined by State Bank of Pakistan, 1-Link and respective Banks.

4 Declaration & Signature(s)

I/We hereby acknowledge having read and understood the Supplementary Offering Document(s) of the Plan(s), the Trust Deed(s) and Offering Document(s) of the Fund(s)/Plan(s) along with details of Sales Load to be deducted (if any) including taxes and hereby apply for transaction(s) as indicated in this form. I agree to abide by the terms, conditions, rules, and regulations applicable on the Fund(s) and Plan(s). I have carefully read and completed all applicable sections of this form that govern the transaction(s) mentioned herein and acknowledge understanding the risks involved prior to submission of this form.

Note: Incase of 'Joint Operating Instructions' signatures of both the Principal Unit Holder/Primary Guardian and Joint Unit Holder/Alternate Guardian are mandatory. Official Stamp required incase of Corporate Unit Holder.

Date ☐☐ - ☐☐ - ☐☐☐☐ (DD - MM - YYYY)

Principle Unit Holder's Signature

Joint Unit Holder'(s) Signature(s)

1. 2. 3.

For Office Use Only

Distributor ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Name of Agent ☐☐☐☐☐☐☐☐☐☐☐☐

Sub-Agent ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Refrence/Agent No. ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

IC / Location ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Remarks ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐