

Transaction Form For Existing Investors (Individual & Corporate)



Date -- (dd - mm - yy)

General Instructions

1. This form is for use by existing Unit Holders who want to make the following types of transactions in their investment account: 1) Purchase of Additional Units, 2) Redemption of Units, and 3) Conversion 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. If any alteration is made, a countersign is mandatory
3. Fill the form yourself or get it filled in your presence. Do not sign and/or submit blank forms
4. It is the responsibility of the Unit Holder to carefully read and understand the guidelines and instructions provided in this form and the terms and conditions, especially risk disclosure, disclaimer, warning statement, investment objective in the Offering Document(s) of the relevant Funds(s) prior to submitting the form
5. In case this form is incomplete or not duly filled and there is any discrepancy, the entire form or the particular transaction(s) may not be processed
6. Applications complete in all respects and carrying necessary documentary attachments should be submitted at the following address: **"Operations Department, UBL Fund Managers Limited, 4th floor, STSM Building, Beaumont Road, Civil Lines, Karachi, Pakistan."**

1 Principal Unit Holder Information (Mandatory)

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

2 Joint Unit Holder Information (If Applicable)

1. Name _____ 3. Name _____
2. Name _____ 4. Name _____

3 Transaction Type - Additional Purchase of Units

	Name of Fund	Type of Units	Amount	Currency*
1				
2				
3				

	Mode of Payment	Remittance No.	Remittance From Bank Account
1	Remittance		
2	Remittance		

Note: In case of 'Joint Operating Instructions', signatures of both the primary Unit Holder and Joint Holder(s) are mandatory
Official stamp required in case of Corporate Unit Holder

Date -- (dd - mm - yy) _____ 1. _____ 2. _____ 3. _____
Principal Unit Holder(s) Signature Joint Unit Holder(s) Signature(s)

Guidelines & Instructions

1. Payment shall be made in favor of 'CDC Trustee - <Name Of The Fund>'
2. Front-end load (charges) will be applicable on investment as per the constitutive documents of the relevant fund(s)
3. Transaction will be processed as per cut-off timings for the fund as applicable in Pakistan.

4 Source of Funds (Mandatory)

Source of Funds (Multiple options may be selected) Salary Self-owned / Family Business (Please specify) _____
 Home Remittance Inheritance Stocks/ Investments Other _____
(please specify)

	Name of Fund	Type of Units	Amount / No. of Units / %	Currency*
1				
2				

IBAN # _____ Bank name _____ Branch name _____

Note:

1. Encashment proceeds would only be paid in favor of the Unit holder or the first name of the account holder in case of joint holding.

Guidelines & Instructions

1. Zakat (if applicable) will be deducted incase zakat affidavit (exemption) has not been submitted
2. Back-end load (charges) may be applicable on redemption as per the constitutive documents of the relevant fund(s)
3. Applications received in Pakistan on a particular date shall be processed as per cut-off timings as mentioned in the Offering Document of the Fund(s)
4. Redemptions may take up to six (6) business days from receipt of application as per the constitutive documents of the Fund.
5. Tax Charges maybe applicable on Redemption Proceeds as per the Income Tax Law.

From			To		
	Name of Fund	Amount (Rs.) / No. of Units / %	Type of Units	Name of Fund	Type of Units
1					
2					

Guidelines & Instructions

1. Conversion can only be made from one fund to another fund
2. Front-end and/or back-end load (charges) will be applicable on conversion as per the constitutive documents of the relevant fund(s)
3. Conversion charges may be applied as per the constitutive documents of the fund(s)
4. Applications received in Pakistan on a particular date shall be processed as per cut-off timings as mentioned in the Offering Document of the Fund(s)
5. Incase the amount available in a fund is less than the requested amount, the entire amount will be converted as indicated by the Unit Holder in this form

I/We hereby acknowledge having read and understood the Trust Deed(s) and Offering Document(s) of the Fund(s) and hereby apply for transaction(s) as indicated in this form. I/We agree to abide by the terms, conditions, rules and regulations applicable on the Fund(s). I/We have carefully read and completed all applicable sections of this form that govern the transaction(s) mentioned herein. I/We have understood that investments in mutual funds are subject to market risks and fund prices may go up or down based on market conditions. I/We have understood that past performance is not necessarily and indicator of future results and there is no fixed or guaranteed return.

I/We understand that the exchange rate risk will be borne by me/us. I/We warrant that I/We are duly authorized to purchase units. I/We also understand that the payment of Dividends / Redemption Proceeds shall be subject to taxation regulation of Pakistan. I/We understand that the exchange rate risk will be borne by me/us. I/we hereby confirm that I/We have received the latest Fund Manager Report and/or Fact Sheet as the case may be.

I/We confirm that I have understood the details of Sales Load to be deducted including taxes thereon

Cooling-off Right:

The unit holders have the right to obtain a refund of their first time investment (cooling-off right) in a particular Collective Investment Scheme. The cooling-off right shall be available to the individual unit holders only. The cooling-off period shall comprise of three business days commencing from the date of issuance of investment report (transaction statement) to the unit holder. The cooling-off right shall be exercised by the unit holder upon written request to the AMC. The investment amount is being refunded at the applicable NAV on the date the cooling-off right is exercised which shall be paid to the unit holder within six business days of receipt of written request from the unit holder. The AMC shall also refund any sales load paid by the unit holder. However, contingent load (Back end load) shall be payable by the unit holder where applicable.

Date - -
(dd - mm - yy)

Principal Unit Holder(s) Signature

1. _____ 2. _____ 3. _____
Joint Unit Holder(s) Signature(s)

For Office Use Only

Distributor _____ Name of Agent _____ Sub-Agent _____

Reference/Agent No. _____ Branch/Location _____ Remarks _____