

# Faysal Asset Management

## Transfer Form

Please read the "Guidelines" overleaf before filling this form.

Date \_\_\_\_\_

### PRINCIPAL APPLICATION TRANSFEROR

Registration#	Fund Name	Certificates # (attach if issued)	Amount	OR	Number of Units

### DECLARATION AND SPECIMEN SIGNATURE OF ACCOUNT HOLDER(S)

I/We the undersigned being the registered holder(s) of the above mentioned Units request you to transfer the said Unit(s) to the herein mentioned transferee(s).  
I/We have read and understood the provisions of the Trust Deed and Offering Document of the above fund and understand that the transfer would be made under the terms, conditions, rules and regulations as mentioned in the Trust Deed & Offering Document.

Transferor Signature \_\_\_\_\_

### NAME(S) AND SIGNATURE(S) OF JOINT ACCOUNT HOLDERS

1.		2.	
3.		4.	

### WITNESS

Name	Address	CNIC	Signature

### PARTICULARS OF TRANSFEREE

Name Mr./ Mrs./ Ms.	Registration (if any)
Signature of Transferee / First names of joint transferee	

### WITNESS

Name	Address	CNIC	Signature

### NOTES:

- For Transferee who is/are new applicant(s), Transfer of Units of Funds will NOT be accepted without submission of account opening form alongwith appropriate documents.
- If an applicant already has an account with Fund, account opening form is not required.

### DISTRIBUTOR DETAILS ( FOR OFFICE USE ONLY )

Facilitator Name & Code \_\_\_\_\_ Form Date \_\_\_\_\_  
Distributor Name & Code \_\_\_\_\_ Facilitator / Distributor Signature \_\_\_\_\_

### REGISTRAR DETAILS ( FOR OFFICE USE ONLY )

Particulars verified by (Name & Signature) \_\_\_\_\_ Transfer date \_\_\_\_\_  
Data input by \_\_\_\_\_ Form No \_\_\_\_\_ Certificates verified and defaced by \_\_\_\_\_  
Name of Authorized Person \_\_\_\_\_ Authorized Signature \_\_\_\_\_

### INVESTOR RECEIPT ( TO BE FILLED BY DISTRIBUTOR / FACILITATOR )

Date \_\_\_\_\_

Application form received from Mr/ Ms/ Mrs \_\_\_\_\_ for transfer of \_\_\_\_\_ units/ amount of \_\_\_\_\_  
Fund along with certificates where applicable.

Authorized Branch Stamp \_\_\_\_\_ Authorized Signatory \_\_\_\_\_ Recieved by \_\_\_\_\_

## GUIDELINES FOR COMPLETING THE TRANSFER FORM

This form is used for transfer of units from a unit holder in the funds managed by Faysal Asset Management Limited to any other Unit Holder. Please complete the Transfer form in **BLOCK** letters.

### TRANSFEROR

The portion has to be filled and duly signed by the transferor.

### TRANSFeree

If the transferee is not a Unit Holder then he/she will be requested to submit account opening form along with all appropriate documents.

### OTHER INSTRUCTIONS

1. If the transferee is already a Unit Holder and has indicated the existing Registration Number, submission of account opening form is not required. However, if there is any change in the particulars, he/she will have to submit account opening form for changes/amendments.
2. At the request of the Unit Holder, the Registrar will verify the holding and relevant details on the Transfer Form and signature of the Unit Holder. In case of verification the verified Transfer Form will be the only instrument recognized by the Registrar for transfer. If the verified Transfer Form is lost, destroyed or mutilated a new verified Transfer Form will be issued on application by the Unit Holder and on payment of such costs and on such terms as to evidence, indemnity and security, including publication in newspaper.
3. The Management Company will verify the signature (s) on Transfer Form along with the copies of the original documents or request for attested copies.
4. All the requirements as set forth in account opening form will have to be fulfilled including for the Transferee to submit copies of the following documents with Application for Transfer of Units.
  - a. Individual (new Applicants only) Computerized National Identity Card.
  - b. For Corporate/Statutory bodies (new applicants only and if there is any amendments in these documents):
    - Memorandum and Articles of Association/Bye Laws/Trust Deed.
    - Power of Attorney or other documents authorizing the officer signing the Transfer Form.
    - Computerized National Identity Card.
    - Board Resolution authorizing investment /disinvestment.
5. Account Statement /Unit Certificate (if any) will be dispatched at the registered address within 10 business days after the submission of a properly documented transfer form.
6. If the acknowledgement of the transfer is not received within 10 working days, the investor should contact Faysal Asset Management Limited.

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Faysal Asset Management Limited

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**Risk Disclosure:** All investment in mutual funds are subject to market risks. The NAV of units may go up or down based on the market conditions. Past performance is not necessarily indicative of future results. Please read the offering documents of respective schemes for understanding the investment policies and the risk involved.