

Fund Conversion Form

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

Date: _____ Registration No. _____

PQAMCL-22-08-FF

PRINCIPAL ACCOUNT HOLDER DETAIL

Account Title _____ CNIC/NICOP/NTN _____

DETAILS OF CONVERSION

Convert From Fund / Plan		Convert To Fund / Plan
No	Name of Fund	Name of Fund Plan
1.		
2.		
3.		
1.	Conversion amount (Rs./Units / %) in words: _____	
2.	Conversion amount (Rs./Units / %) in words: _____	
3.	Conversion amount (Rs./Units / %) in words: _____	

Certificates Issued ☐ No ☐ Yes Certificate No: _____ is/are attached with this Form.

COOLING - OFF RIGHT FOR INDIVIDUAL UNIT HOLDERS

All Individual Investors have a right to obtain a refund of their first time investment (cooling-off right) in a Collective Investment Scheme (CIS) managed by Pak-Qatar Asset Management Company Limited (PQAMCL). The Unit Holder may exercise cooling-off right within three (3) business days commencing from the date of issuance of initial Statement of Account (cooling-off period). The cooling-off right shall be exercised by the unit holder upon written request to the PQAMCL within the time specified. The refund pursuant to the exercise of a cooling-off right shall be paid to the Unit Holder be an amount equal to NAV per unit applicable on the date the cooling-off right exercise which is payable within six (6) business days of receipt of written request from the Unit Holder. AMC shall refund the Front end load (Sales Load) paid by the unit holder, however contingent load (Back end load) will be payable by the unit holder where applicable, in accordance with the Direction No. 31 of 2016 issued by Securities and Exchange Commission of Pakistan.

DECLARATION AND SPECIMEN SIGNATURE OF ACCOUNT HOLDER(S)

I/We confirm having files & signed this application form after having read and understood the relevant Trust Deed(s), Offering Document(s) and all supplemental of the respective underlying Fund(s)/ Plan and further acknowledge the risk involved in mutual funds. I/ we confirm that I have understood the details of Sales Load to be deducted including taxes & all investment in mutual fund are subject to market risk which could result in loss of principle investment. I / we have understand that conversion (either in part or full) is liable to capital gain tax / Zakat, if any

Applicant / Guardian's Signature _____

Joint Applicants / Authorized Signature(s) 1. _____ 2. _____ 3. _____ 4. _____

Date: _____ *Rubber stamp required in case of Institutional Clients

DISTRIBUTOR DETAILS (FOR OFFICE USE ONLY)

Distributor / Facilitator name _____ Conversion date _____

Distributor / Facilitator code _____ Authorized signature _____

REGISTRAR DETAILS (FOR OFFICE USE ONLY)

Particulars verified by (Name & Signature) _____ Conversion 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 _____ Account Title _____

Conversion From _____ Conversion To _____ Amount in PKR _____

Authorized Name & Signature _____

Name of Funds	Risk Profile	Account Payee Title
• Pak-Qatar Islamic Stock Fund	High	CDC Trustee Pak-Qatar Islamic Stock Fund
• Pak-Qatar Islamic Income Fund - Pak-Qatar Monthly Income Plan (PQMIP) - Pak-Qatar Income Plan (PQIP) - Pak-Qatar Khalis Bachat Plan (PQKBP)	Moderate	CDC Trustee Pak-Qatar Monthly Income Plan CDC Trustee Pak-Qatar Income Plan CDC Trustee Pak-Qatar Khalis Bachat Plan
• Pak-Qatar Islamic Cash Fund - Pak-Qatar Daily Dividend Plan (PQDDP) - Pak-Qatar Cash Plan (PQCP) - Pak-Qatar Asan Munafa Plan (PQAMP)	Low	CDC Trustee Pak-Qatar Daily Dividend Plan CDC Trustee Pak-Qatar Cash Plan CDC Trustee Pak-Qatar Asan Munafa Plan

DECLARATION AND SPECIMEN SIGNATURE OF ACCOUNT HOLDER(S):

I/We have read and understood the Fund Manager Report, associated charges and the Risk Level of the invested fund as mentioned above.

Signature of Principal / Joint Account Holder(s) (with rubber stamp in case of Institutional Clients)

GUIDELINES FOR COMPLETING THE CONVERSION FORM

This form is required to be filled when the units are converted from one fund to other fund managed by Pak-Qatar Asset Management Company Limited. Please complete the application form in BLOCK letters.

INFORMATION ABOUT PRINCIPAL ACCOUNT HOLDER

1. Applicant name and Registration No. should be clearly mention in the form.

DETAILS OF CONVERSION

2. The Account Holder needs to specify the name of the Fund(s) and Type he/she wishes to convert from, along with the detail of amount to be converted and also provide the name of the Fund(s) and Type he/she wishes to be converted in. For Conversion of all units please simply write the word "ALL" in the Conversion amount column.

3. Units will be converted on the basis of applicable Net Asset Value (NAV) for the business day on which correctly filled Conversion Form has been received (within cutoff times) at Distributor Offices or Authorized Branches or at Head Office of FAML.

4. Applicable Zakat/ CGT will be deducted from investor's account in addition to the Conversion amount, Conversion price of units will differ due to Front-end Load where applicable.

5. The Account Holder needs to specify whether he/she had taken physical possession of the certificates against his/her investment. If the account holder ticks in the box provided against 'yes' option the certificates would need to be attached with the conversion form.

OTHER INSTRUCTION

6. All Joint Holders as specified in the Account Opening Form under the section 'Operating instructions' will need to sign this form, and specify their Names

*In case of Corporate Clients, Company's Seal is required.

7. In case the account holder is illiterate and cannot sign, then he/she will be required to submit either a clear copy of CNIC with photo or one recent passport size photograph authenticated by his/her banker His/her form would also need to be signed by a witness.

8. If an acknowledgement of conversion is not received within 10 working days, the investor should contact Pak-Qatar Asset Management Company Limited.

9. If Conversion requests on any single day exceeds 10% of the total number of Units in issues, the Trustee shall redeem only 10% on a first-come-first-serve-basis and defer the remaining Conversion requests to the next Business Day.