

## Transfer of Unit Form

**AM2+ / AM2**  
Rated by VIS with  
Stable outlook

Rated by PACRA with  
Positive outlook



Day	Month	Year

Portfolio No.:

I/We, am/are maintaining account with Pak-Qatar Asset Management Company Limited with the following details;

Transferor Details		
Principal Account Holder Name		
Contact Number		
Fund Name(s)	Fund Type	No. of Units

I/we would like to request Pak-Qatar Asset Management Company Limited to kindly transfer above stated units from my/our account to the following mentioned recipient in the form of gift as permissible under section 79 of Income Tax Ordinance.

Transferee Details		
Portfolio #	Title of Account	Relationship with Transferor

Signature of Transferor	Signature of Transferee
Signature of Principal / Joint Account Holder(s)	Signature of Principal Account Holder

FOR BRANCH USE ONLY	FOR HEAD OFFICE USE ONLY
Receiving Branch: _____	Required Documents: <input type="checkbox"/> Complete <input type="checkbox"/> Incomplete
Receiving Person Name: _____	Verification done through: <input type="checkbox"/> Call <input type="checkbox"/> Email
Receiving Person Signature: _____	Receiving Person Signature: _____
Branch Manager Verification: I confirm that I have endorsed the request after physically verifying the customer.	CRM Ticket No: _____
Branch Manager Name: _____	Time Stamp :
Branch Manager Signature and Stamp: _____	

## FOR TRANSFER OF UNITS REQUESTS:

Following checkings have been performed with respect to the attached unit transfer request.

### I. General Requirements

S. No.	Requirements	Please tick (✓)
1	Completely filled and signed Unit Transfer form has been received and attached	
2	Signed Request letter for unit transfer has been received and attached	
3	Copies of valid CNICs for transferor and transferee has been received and attached	

### 2. Requirement for Deceased Case

S. No.	Requirements (as per Deceased Policy)	Please tick (✓)
1	Joint written request from all legal heirs requesting redemption has been received and attached	
2	An attested copy of the death certificate (NADRA) of the deceased unit holder	
3	Affidavit-cum-indemnity from all the legal heirs	
4	Personal guarantee of two individuals	
5	Notice in Newspaper	
6	Succession Certificate (if amount is greater than Rs. 500,000/-)	
7	Attested CNIC copies of legal heirs	

### 3. Customer Account Verification (Please (✓) tick where appropriate)

S. No.	For Transferor	For Transferee
1	Valid email address is updated in our records	Valid email address is updated in our records
2	Valid cell # is updated in our records	Valid cell # is updated in our records
3	Zakat declaration has been obtained	Zakat declaration has been obtained
4	Valid updated bank account details are available in our records	Valid updated bank account details are available in our records
5	Account is not marked unverified for any reason	Account is not marked unverified for any reason
6	CIP Attached (if required)	CIP Attached (if required)

Check list filled by		Checked by	
Name of Staff	Signature	Name of Line Manager	Signature