



INVESTASIA BALANCED UNIT FUND



Asset Manager: Investasia Capital & Asset Management Limited (INVESTASIA)
APPLICATION FORM TO PURCHASE UNITS - INDIVIDUAL (SIP)
(Please Read the "Terms & Conditions" Carefully)

To,
CEO
Investasia Capital & Asset
Management Limited.
Shareef Mansion, (7th Floor),
56-57, Motijheel C/A,
Dhaka-1000, Bangladesh.

FOR OFFICE USE ONLY
Registration No:.....
Sale No:.....
Selling Agent's Signature & ID:.....
Authorized Person's Signature:.....

(Please fill up the Form in BLOCK LETTERS)

Monthly Installment Amount (BDT): _____ / month. 2nd Installment Date: (To be filled by AMC office) Tenure (3 Years or Above): _____

Total Installment Amount: _____ Auto renewal Option : Yes No.

If No, then matured amount will - Remain as Investment Be Transferred to Bank Account

Cheque Amount: _____ Cheque Date: _____ Cheque/P.O/D.D No: _____

Bank: _____ Branch: _____

I / We would like to meet my / our following financial goals (✓):
 Dream Home Children's Education Children's Marriage Retirement Others _____ By Year: _____

PRINCIPAL APPLICANT

Mr. Mrs. Ms.

Name: [Grid]

Father: [Grid] Mother: [Grid]

Spouse: [Grid] Occupation: [Grid] Date of Birth: [DD / MM / YYYY]

Contact No: [Grid] E-Mail: [Grid] Gender: Male Female

Present Address: [Grid]

Permanent Address: [Grid]

National ID / Passport: [Grid] E-Tin: [Grid] Fund Registration Number (If Any): [Grid]

JOINT APPLICANT (if any)

Mr. Mrs. Ms.

Name: [Grid]

Father: [Grid] Mother: [Grid]

Spouse: [Grid] Occupation: [Grid] Date of Birth: [DD / MM / YYYY]

Contact No: [Grid] E-Mail: [Grid] Nationality: [Grid]

Present Address: [Grid]

Permanent Address: [Grid]

National ID / Passport: [Grid] E-Tin: [Grid] Fund Registration Number (If Any): [Grid]

OTHER INFORMATION

Bank: [Grid] Branch: [Grid] A/C No.: [Grid]

BO A/C No.: [Grid]

Dividend Option: Cash CIP (In the form of Units) **Sale Proceeds Options:** BEFTN Cheque **Mode of Communication:** Phone Email

ACKNOWLEDGEMENT SLIP

Certified that this selling agent has received following documents from Mr. / Mrs. / Ms. _____ and Mr. / Mrs. / Ms. _____ to open Systematic Investment Plan in INVESTASIA BALANCED UNIT FUND:

SIP Cheque/P.O/D.D. No. : _____ Bank: _____ Branch: _____

Date: _____

Selling Agent's Signature (With Seal):
Selling Agent's ID No:

Sale Number:

Authorized Person's Signature:
Name & Designation:

INVESTASIA BALANCED UNIT FUND

NOMINEE 1 (if any)

Mr.

 Mrs.

 Ms.

Name:

Address:

Contact No: E-Mail: Date of Birth:

National ID / Passport: Relationship with A/C Holder: % of Holding Units:

NOMINEE 2 (if any)

Mr.

 Mrs.

 Ms.

Name:

Address:

Contact No: E-Mail: Date of Birth:

National ID / Passport: Relationship with A/C Holder: % of Holding Units:

GUARDIANS (if Nominee is a Minor)

Mr.

 Mrs.

 Ms.

Name:

National ID / Passport: Relationship with Nominee: Contact:

Address:

ENCLOSED DOCUMENTS

- | | |
|--|--|
| <input type="checkbox"/> NID / Passport / Birth Certificate (Applicants, Nominee, Guardian (if applicable))
<input type="checkbox"/> Passport Size Photograph (4 – Applicant ; 3 – Nominee & Guardian Each) | <input type="checkbox"/> E-Tin Certificate (Applicant)
<input type="checkbox"/> Photocopy of Blank Cheque Leaf/Bank Statement |
|--|--|

PHOTOGRAPHS & SIGNATURES

PRINCIPAL APPLICANT	JOINT APPLICANT	1 ST NOMINEE <small>(Attested by Principal Applicant)</small>	2 ND NOMINEE <small>(Attested by Principal Applicant)</small>	GUARDIAN <small>(Attested by Principal Applicant)</small>
---------------------	-----------------	---	---	--

TERMS & CONDITIONS, FUNDAMENTALS OF MUTUAL FUND

I / We confirm that I / we have received the acknowledgement slip against my / our investment in INVESTASIA BALANCED UNIT FUND and agree that I / We will abide by the Terms & Conditions, which may be altered, replaced and modified from time to time by INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED. I / We also understand the Fundamentals of Mutual Fund enclosed with this application form.

SIGNATURES:

FOR OFFICE USE ONLY

BO Cheque No.: Cheque Amount.: Bank: Date:

CUSTOMER SERVICE DEPARTMENT:

Date:

Pending Documents Details: _____

Name: _____ Designation: _____ Signature: _____

Investasia SIP: (Systematic Investment Plan)

- | | | |
|---|---|--|
| <input type="checkbox"/> Complete Form
<input type="checkbox"/> Photo (color) (Applicant, Nominee, Guardian) | <input type="checkbox"/> NID/Passport/Birth Certificate (Applicant, Nominee, Guardian)
<input type="checkbox"/> Bank Statement / Black Cheque Leaf | <input type="checkbox"/> E-Tin Certificate (Applicant)
<input type="checkbox"/> BO Account Opening Form |
|---|---|--|

I / We would like to meet my / our following financial goals (✓):
 Dream Home Children's Education Children's Marriage Retirement Others _____ **By Year:** _____

Dividend Option: Cash CIP (In the form of Units) **Sale Proceeds Options:** BEFTN Cheque **Mode of Communication:** Phone Email

For Joint Investment, Mode of Operation: Singly Joint

AUTO DEBIT AUTHORIZATION FOR SIP INSTALLMENT COLLECTION

A/C Name:

DDI Amount: DDI Start Date: DDI Start Date:

Bank: Branch: Account No.:

Routing Number: Contact No.:

TO BE FILLED BY INVESTASIA OFFICE ONLY

Registration No:

Collection Bank Details:

Bank: Branch: Account No.:

I/We, maintaining an account with the abovementioned bank, hereby would like to inform you that I/we have authorized INVESTASIA BALANCED UNIT FUND to debit my/our through BEFTN by an amount not exceeding the abovementioned amount. The BEFTN debit transaction will be initiated by the designated Bank at the instruction of INVESTASIA BALANCED UNIT FUND by Investasia Capital & Asset Management Limited. The account shall be debited on monthly basis and the instruction shall be valid from the debit start date to debit end date as mentioned above. This is for your kind information and support in this regard.

I have read and understood the "Terms & Conditions of payment through BEFTN Auto-Debit" payment process which may be altered modified and replace from time to time by Investasia Capital & Asset Management Limited as per regulatory requirements.

Date of Application:

Principal Applicant

Joint Applicant

KNOW YOUR CUSTOMER (KYC)

FOR INDIVIDUAL CLIENT ONLY (For Investasia Capital & Asset Management Limited's Use Only)

A/C Number:

A/C Name:

Identity Verification: Which Photo ID Has Been Obtained?

NID
 Passport
 Driving License
 Other _____

Address Verification: How Address is Verified?

NID
 Passport
 Driving License
 Utility Bill
 E-TIN Certificate
 CPV
 Checking NID Database
 Other (Specify) _____

Occupation Verification: What Occupational Document is Obtained?

<input type="checkbox"/> Private Service	<input type="checkbox"/> Govt. Service	<input type="checkbox"/> Business*	<input type="checkbox"/> NRB	<input type="checkbox"/> Student
<input type="checkbox"/> Employee ID	<input type="checkbox"/> Visiting Card	<input type="checkbox"/> Trade License	<input type="checkbox"/> Work Permit	<input type="checkbox"/> Student ID

*Does your business fall in any of the following category? If yes, then tick mark the box as applicable:

- | | | |
|---|---|--|
| <input type="checkbox"/> Import/Export | <input type="checkbox"/> Arms Business | <input type="checkbox"/> Offshore Corporation |
| <input type="checkbox"/> Share/Stock broker | <input type="checkbox"/> Residential Hotel | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Art/Antique Dealer | <input type="checkbox"/> Manpower Export Business | |
| <input type="checkbox"/> Money Changer | <input type="checkbox"/> Real Estate Business | |

Occupation Verification: Mention Source of Fund

Salary / Bonus
 Business Income
 Family Member's Income
 Remittance
 Rental Income
 Sale of Property (attach proof documents)

Whether the deposit matches with client's profile? Yes No

If No, what is the additional source of fund? What is the additional source? How source of fund was verified?

Politically Exposed Persons? (PEPs) Yes No

If Yes, approval from senior management: Name & Signature

Risk Grading High Low

Please write comment if risk grading is high.

Relationship Manager/Officer

Verifier (For INVESTASIA Employee Only)

Signature: _____
 Name: _____
 Designation: _____
 Date: _____

Signature: _____
 Name: _____
 Designation: _____
 Date: _____

TERMS & CONDITIONS FOR PAYMENT THROUGH BEFTN AUTO-DEBIT

Transaction under this Authorization will be subject to the BEFTN operating rules of Bangladesh Bank. All the BEFTN guideline from Bangladesh Bank will be imposed on executing the above instruction, as application from time to time. Investasia Capital & Asset Management Limited contains all the rights to change / modify / amend the terms and conditions. The guideline of Bangladesh Bank regarding BEFTN shall govern the following terms and conditions:

1. BEFTN Debit Facility for installment payment can be availed after the SIP is accepted and is in force. Payments other than installment or arrears of installment (due on the previous month) should be paid via cheque / bank draft / pay order / online transfer, it cannot be paid through BEFTN debit.
2. The authorization form must reach Investasia Capital & Asset Management Limited at least 15 (fifteen) working days before the date on which it is to be activated. If the payments instruction date falls on a weekend day or a public holiday, the same may be effective on the next working day.
3. This instruction shall stay fully in force and result till otherwise suggested in writing by the account-holder and such endorsement should be communicated to and receive by a minimum of 5 (five) working days before next installment payment is due. Any such amendment / cancellation will not release the investor from liability to the Bank arising on account of the bank having executed the instruction before receipt of such amendments / cancellation.
4. Investor should ensure that sufficient funds are available in the bank account at the time of debit date and this authorization is not dishonored. Some it is possible that due to some technical or other reason, installment is not debited on the debit and is delays for few days. Please ensure the availability of fund for at least 5 (five) working days after debit date to avoid dishonors. INVESTASIA's Mutual Fund(s) will not be responsible for any dishonors raised by the bank and any dispute regarding same should be taken up with the bank only. .
5. In case this Authorization is dishonored by the bank, installment for the due date(s) of the dishonored BEFTN debit for the previous month has to be paid in Cheque / Pay Order / Demand Draft / Online Fund Transfer by the investor. Any issue regarding dishonor of his authorization is to be taken up with the bank only.
6. Any queries, questions, comments etc. with regards to INNESTASIA's Mutual Fund and payment amount will have to be raised to INVESTASIA Mutual Fund and payments to the bank with regard to the settlements of amount paid in this regard are committed and not deferrable for any reason whatsoever. The transaction appearing on the account statements will be on the proof of payment.
7. Under this instruction, the investor cannot dispute regarding the payment to INVESTASIA's Mutual Fund(s) debited from his/her bank account. If any excess or less than the correct amount is debited, the investor will have to contact Investasia Capital & Asset Management Limited for clarification. Any type of refund from INVESTASIA Mutual Fund on account of this instruction will be settled by INVESTASIA's Mutual Fund to its investor(s)
8. No SIP installment receipt will be issued by INVESTASIA's Mutual Fund for BEFTN debit payments. An annual statement or certificate of SIP payments, as applicable, may be obtained from Investasia Capital & Asset Management Limited upon written request of the investor.

FUNDAMENTALS OF MUTUAL FUND

I / We understand and am/are aware of the following basic points about mutual fund investment:

আমি / আমরা মিউচুয়াল ফান্ড সম্পর্কিত নিম্নোক্ত বিষয়গুলো সম্বন্ধে অবগত -

1. Mutual Fund is a long-term wealth accumulation tool.

মিউচুয়াল ফান্ড একটি দীর্ঘ মেয়াদী সম্পদ বৃদ্ধিকারী মাধ্যম।

2. The longer an investor stays with a mutual fund, the greater benefit s/he is expected to derive.

একজন বিনিয়োগকারী যত বেশি সময় মিউচুয়াল ফান্ডে টাকা রাখেন, তার ততো বেশি লাভের সম্ভাবনা থাকে।

3. A mutual fund does not give return at fixed rate.

মিউচুয়াল ফান্ড কোন নির্দিষ্ট হারে মুনাফা প্রদান করেনা।

4. In short term, upward/downward movements of the Net Asset Value (NAV) of mutual fund is a natural phenomenon of investment.

স্বল্পমেয়াদে মিউচুয়াল ফান্ড ব্যবস্থাপনায় Net Asset Value এর উর্ধ্বমুখী / নিম্নমুখী পরিবর্তন একটি স্বাভাবিক প্রবণতা।

5. By regulation, investments of mutual fund are done in diverse assets and as a result, investment risks are mitigated.

মিউচুয়াল ফান্ড ব্যবস্থাপনার আইন অনুযায়ী ফান্ডের অর্থ ভিন্ন ভিন্ন খাতে বিনিয়োগ করতে হয় এবং এর ফলে বিনিয়োগ ঝুঁকি হ্রাস পায়।

6. Tax Advantages* for the individual investors:

ব্যক্তিগত বিনিয়োগকারীদের জন্য কর সুবিধা -

▪ No tax against income up to BDT 25,000.

মিউচুয়াল ফান্ড থেকে ২৫,০০০ টাকা পর্যন্ত আয়ের উপর কোনো কর প্রযোজ্য নয়।

▪ Allowable Investment for tax rebate.

এটি কর ছাড়ের (Tax Rebate) জন্য একটি বিধি সংস্থিত বিনিয়োগ।

▪ According to Income Tax Ordinance, 1984 and as provisioned in Budget for FY 2022-2023. This is subject to change as provisions of prevalent budget.

*আয়কর অধ্যাদেশ, ১৯৮৪ এবং ২০২২-২০২৩ অর্থ বছরের বাজেটের বিধান অনুযায়ী। প্রচলিত বাজেট অনুযায়ী পরিবর্তনযোগ্য।