

Please ensure that your application form/cheque is completely filled and signed before handing it over to our representative. We will notify you through email and SMS upon receipt of the application form.

برائے مسزبانی اس بات کو یقینی بنائیے کہ آپ کا درخواست فارم / چیک ہمارے نمائندے کو دینے سے قبل مکمل طریقے پر اور دستخط شدہ ہو۔ درخواست فارم موصول ہونے پر ہم آپ کو بذریعہ ای میل اور ایس ایم ایس مطلع کریں گے۔

Date: _____ **Please write in block letters using black ink**

1) Principal Applicant's Details

Title of Account _____

Investor Registration Number _____ **CNIC/NICOP/Passport No.** _____

2) Conversion Details (Please refer instructions on the back side of this Form)

Convert (Redeem) From The Scheme/Investment Plan		Amount in Rupees	OR	No. of Units		Convert (Invest) To The Scheme/Investment Plan	
(a)	Type of Units			All			Type of Units
				or			
	Class of Units						Class of Units
				*Front End Load %	%		
(b)	Type of Units			All			Type of Units
				or			
	Class of Units						Class of Units
				*Front End Load %	%		

Acknowledgment of Deduction of Front-End Load (FEL) from Subscription to the Scheme/Investment Plan managed by MCB Investment Management Limited
I/We hereby acknowledge and confirm that I/We have been duly informed of the applicable percentage of the Front-End Load (FEL) and its deduction from my/our subscription amount to the Scheme/Investment Plan managed by MCB Investment Management Limited. I/We understand and accept these terms and allow the Management Company to proceed accordingly.

Applicant's Signature

COOLING-OFF RIGHT FOR INDIVIDUAL UNIT HOLDERS:
All Individual Unit Holders have a right to obtain a refund of their first time investment only (cooling-off right) in a Collective Investment Scheme (CIS) managed by MCBIM. The Unit Holder may exercise cooling-off right within three (3) business days commencing from the date of issuance of Investment report as per Circular No.26 of 2015 (cooling-off period). For this purpose, the Unit Holder shall send a written request to Investor Services Department of MCBIM at one of its Registered Addresses. The refund pursuant to the exercise of a cooling-off right shall be paid to the Unit Holder within six (6) business days of receipt of written request from the Unit Holder in accordance with the Direction No. 31 of 2016 issued by Securities and Exchange Commission of Pakistan.

RISK DISCLOSURE:
If you are investing in MCB Pakistan Stock Market Fund (MCB-PSM), Alhama Islamic Stock Fund (ALHISF), MCB Pakistan Asset Allocation Fund (MCB-PAAF), Pakistan Capital Market Fund (PCMF), Alhama Islamic Asset Allocation Fund (ALHAA), allocation plans of Alhama Islamic Active Allocation Fund (ALHIAAF), MCB Pakistan Dividend Yield Plan (MCBPDYP), Alhama Opportunity Fund - Dividend Strategy Plan (ALHOPDSP), MCB Financial Sector Fund (MCBFSF), Alhama Islamic Energy Fund (ALHIEF) and/or Gulluck Plan then by accepting these terms and conditions, you acknowledge that the Scheme/Plan in which you are investing, is HIGH RISK Scheme as its returns are directly linked with the performance of Pakistan Stock Exchange (PSX). Hence, your principal investment may be at risk when PSX performance goes into negative. Long-term holding duration is advised while investing in these schemes/plans.

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

INCOME PAYMENT FREQUENCY (in case of Income Units / 365 Income Units only) if Income Payment Frequency is not selected then the Management Company will assume Income Payment Frequency as "Annually".
Monthly Quarterly Half-Yearly Annually

3) Declaration and Signature(s)

1. I/We shall be solely responsible for my/our above-mentioned conversion transaction(s) if such transaction(s) is/are not in accordance with my/our risk profiling results already provided to the Management Company. I/We will not hold the Management Company liable or responsible for such transaction(s) in any manner.
2. I/We, the undersigned, hereby declare that:
(a) I/We have read and understood the terms and conditions of the Constitutive Documents of the Scheme(s), in particular the Investment Policies, Risk Factors, Taxation Policies and Warnings before converting into the Scheme(s);
(b) I/We understand that conversion of Units will be made in accordance with the terms and conditions as mentioned in the Constitutive Documents of the Scheme(s);
(c) I/We understand that all investments in the Scheme are subject to market risk and the price of the Scheme's Units may go down resulting in loss of principal investment;
(d) I/We understand that the conversion price of Units will differ due to Front-end Load/Back-end Load where applicable;
(e) I/We understand that in case of the Scheme(s) operating under forward pricing mechanism, the price of Units applicable for conversion will not be known at the time of conversion;
(f) I/We understand that conversion of units transaction may be subject to deduction of Capital Gain Tax in accordance with the requirements of Income Tax Ordinance, 2001 and the directives issued by Federal Board of Revenue (FBR) from time to time;
(g) I/We have been provided with the latest Fund Manager Report (FMR) of the Scheme(s);
(h) I/We have reviewed the Total Expense Ratio, Management Fee percentage, Selling & Marketing expenses percentage, Front-end, Back-end and Contingent Load percentages of the Scheme as disclosed on the website link <https://www.mcbfunds.com/statutory-disclosures-for-unit-holders/>; and
(i) I/We understand that once the conversion request has been received by the Investment Facilitator/ Distributor, it cannot be cancelled.
(j) I/We understand that transaction request received within Cut-Off Timings of the Business Day will be processed at the price of the Scheme applicable on that Business Day. Transaction request received after Cut-Off Timings of the Business Day or on a non-business day, will be processed at the price of the Scheme applicable on the next Business Day. I/We have seen the Cut-Off Timings of the Scheme available at the download section of the website (www.mcbfunds.com).
(k) I/We understand that the Management Company reserves the right to obtain identity verification services (Biometric/NADRA Verisys) from NADRA to confirm my/our identification document(s). I/We hereby allow the Management Company to confirm my/our identity using identity verification services of NADRA. I/We will not hold the Management Company liable or responsible in any manner.
(l) I/We hereby allow the Management Company to verify my/our bank account number(s) and mobile number(s) through independent sources. I/We will not hold the Management Company liable or responsible in any manner.
(m) I/We understand that conversion will be processed based on available holdings at the time of submission of conversion form (excluding any pending / unexecuted transactions).
(n) I/We understand that Pledge / Certificate / CDS units will only be converted if required documents are attached.
(o) I acknowledge that I have read the Key Fact Statement at the time of investment, and I have read and understood the terms and conditions to the best of my knowledge and have retained copy of the same.

FOR INVESTMENT IN UNIT 365-GROWTH AND 365-INCOME UNITS
I/We hereby acknowledge and understand that Bank-End Load will be applicable if units are redeemed before completion of 365 days from the date of initial investment as defined in Offering Document of the respective fund.

Institutional Investor	Individual Investor	In case of investor having thumb impression or unstable/shaky/immature signature, Attestation of gazetted officer (BPS-17 and above)/ branch manager of the bank/ notary public/ authorized officer of the MCBIM and two adult male witnesses shall be required. A passport size photograph will also be obtained from such investor.
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Company Stamp	Principal Applicant's Signature/ Left Hand Thumb Impression	Attestation of Branch Manager	Witnesses (Adult Male Persons only)
			Name: _____
			CNIC: _____
			Signature: _____
			Name: _____
			CNIC: _____
			Signature: _____

Authorized Signatories/ Joint Holder(s)	Signature(s)
(a) Name: _____	
(b) Name: _____	
(c) Name: _____	
(d) Name: _____	

NOTE: To find out your Risk Profile Score via SMS, Type "RP<space>REG_NO" and send it to 8622 from your registered mobile number

RISK DISCLOSURE STATEMENT FOR INVESTOR

If you are investing in MCB Pakistan Stock Market Fund (MCB-PSM), Alhamra Islamic Stock Fund (ALHISF), MCB Pakistan Asset Allocation Fund (MCB-PAAF), Pakistan Capital Market Fund (PCMF), Alhamra Islamic Asset Allocation Fund (ALHAA), allocation plans of Alhamra Islamic Active Allocation Fund (ALHIAAF), MCB Pakistan Dividend Yield Plan (MCBPDYP), Alhamra Opportunity Fund - Dividend Strategy Plan (ALHOPDSP), MCB Financial Sector Fund (MCBFSF), Alhamra Islamic Energy Fund (ALHIEF) and/or Gulluck Plan then by accepting these terms and conditions, you acknowledge that the Scheme/ Plan in which you are investing, is HIGH RISK Scheme as its returns are directly linked with the performance of Pakistan Stock Exchange (PSX). Hence, your principal investment may be at risk when PSX performance goes into negative. Long-term holding duration is advised while investing in these schemes/plans.

Name of Investor	
CNIC/ Registration Number	
Date of Investment	
Name of the Scheme/ Plan	

- (a) I am aware of the Risk Profile of the Scheme/Plan in which I am investing. Sales Agent has adequately explained the Risk of the Scheme/Plan to me.
- (b) I shall be solely responsible for my investment transaction if it is not in accordance with my risk profiling results already provided to the Management Company and I will not hold the Management Company liable or responsible for this transaction in any manner.
- (c) My Sales Agent has not made or implied any guarantee with respect to return or investment amount.
- (d) My Sales Agent has not quoted any fixed return percentage or amount to me.

Investor's Signature: _____

UNDERTAKING BY SALES AGENT

I, _____ bearing CNIC No. _____,
hereby confirm the following to the Management Company that:

- (a) I have explained the Risk Profiling Questionnaire to the Investor.
- (b) I have also explained to the Investor about the Risk Profile of the Scheme/Plan in which he/she is investing.
- (c) I have explained to the Investor that returns of High Risk Scheme/Plan are directly linked with the performance of Pakistan Stock Exchange (PSX). Hence, his/her principal investment may be at risk when PSX performance goes into negative. Holding for long-term duration is advised while investing in the Scheme/Plan.
- (d) I have not made or implied any guarantee with respect to return or investment amount to the Investor.
- (e) I have not quoted any fixed return percentage or amount to the Investor.
- (f) I have explained to the Investor about the Sales Load (if any) of the Scheme/Plan in which he/she is investing.

Signature of Sales

Agent:
Name:
CNIC:
Date:

Signature of Immediate

Supervisor
Name:
CNIC:
Date: