

**PROCEDURE FOR INVESTMENTS IN ALHAMRA  
ISLAMIC ASSET ALLOCATION FUND  
FROM OVERSEAS / NON RESIDENT PAKISTANIS & INDIVIDUALS**

State Bank of Pakistan (SBP) has allowed investments in Alhamra Islamic Asset Allocation Fund (ALHAA) from Overseas or Non-Resident Pakistanis and Individuals on repatriation basis. Units of Alhamra Islamic Asset Allocation Fund (ALHAA) will be issued against Pak Rupee equivalent amount as shown in the “Proceeds Realisation Certificate” (PRC) issued by the designated Authorized Dealer for ALHAA (**Bank AL Habib, Main Branch, Karachi, Pakistan**).

Applicants from countries where MCB-Arif Habib Savings and Investments Limited (MCB-AH) has not appointed Distributors, Representatives or Area Supervisors to collect the applications and the payment instruments from the interested investors shall complete the Application package (as mentioned below) for making an investment in ALHAA.

**The complete Application Package would include the following:**

1. Complete Account Opening Form.
2. Copy of Fund Transfer Slip or Demand Draft.
3. A copy of your Passport or Overseas Pakistani Card {i.e. Pakistan Origin Card (POC) or National Identity Card for Overseas Pakistanis (NICOP)} issued by NADRA.

**1. Complete Account Opening Form**

Investors download the Application Forms from our website [https://www.mcbah.com/download/application\\_forms/mutual\\_fund\\_forms/account-opening-form-for-individuals-general.pdf](https://www.mcbah.com/download/application_forms/mutual_fund_forms/account-opening-form-for-individuals-general.pdf) ; Title “Investors Account Opening Form (Individuals) (Form BF – 1/MA 001)”.

Complete the Application Form (For Individuals only) and sign it. While filling this Form (Form BF – 1/MA 001), investors must ensure the following:

- a. If you are “New Investors” in MCBAH, complete all information/details required in the Application Form including the details of the amount of investments in Pakistan Income Fund.
- b. If you are an “Existing Investor” with MCBAH in any of our Open-End Funds, please quote your Registration Number and only fill the details of your current investments in ALHAA.
- c. The contact telephone number, e-mail and the address are the only source for future contact with the Investor. Please clearly and properly filled the required information in the space meant for the purpose.
- d. Please provide full details of Bank account of the Principal Account Holder (Such account details will be used for transferring any dividends and redemption proceeds).

- e. Instructions to operate the account are properly filled in. The instruction shall be noted after proper consideration to give authority to operate the Investors Account in future.
- f. KYC fields are Mandatory as required by SECP's circular No. 12 of 2009 and Money Laundering Laws applicable In Pakistan. Please fill the required information with due attention and special care
- g. Risk Profiling Questionnaire will help to understand your investment objectives and will only provide you guideline and should not constitute as specific advice.
- h. The Principle Account Holder's signatures are required on the spaces meant for the purpose on each page of the Form

**2. Application Amount Telegraphic Transfer / Bank Draft:**

- Investors are allowed to send the application (Investment) amounts in the following currencies: a. US Dollars (USD).  
 b. Euro (EUR).  
 c. Pound Sterling (GBP).

Investors also make sure that the bank remitting the investments amount in USD/EUR/GBP should also send a "MT202" to "Bank AL Habib Limited, Main Branch, Karachi (BAHL PKKA)" stating the Amount, Value Date and the Beneficiary Details (i.e. Title of Account: CDC TRUSTEE ALHAMRA ISLAMIC ASSET ALLOCATION FUND & Account Number: PK39 BAML 1001 0081 1775 4401).

**In US Dollars (USD):**

Details of US \$ Bank Routing Accounts
STANDARD CHARTERED BANK, NEW YORK, NY, NY (SCBLUS33XXX)
JPMORGAN CHASE BANK N.A. (CHASUS33XXX)
HABIB AMERICAN BANK, NEW YORK, NY (HANYUS33XXX)
MASHREQBANK PSC (MSHQUS33XXX)
CITIBANK N.A. (CITIUS33XXX)
Details of Beneficiary Accounts
PK88 BAML 1001 0071 1775 4401
CDC TRUSTEE ALHAMRA ISLAMIC ASSET ALLOCATION FUND

**a) In Pound Sterling (GBP):**

<b>ROUTING FOR JPMORGAN CHASE BANK NA, LONDON (CHASGB2LXXX)</b>	
<b>Details of Beneficiary Accounts</b>	
<b>PK88 B AHL 1001 0071 1775 4401</b>	
<b>CDC TRUSTEE ALHAMRA ISLAMIC ASSET ALLOCATION FUND</b>	

**b) In EURO (EUR):**

<b>Details of EURO - Bank Routing Accounts</b>	
<b>COMMERZBANK A.G. (COBADEFFXXX)</b>	
<b>STANDARD CHARTERED BANK (SCBLDEFXXXX)</b>	
<b>Details of Beneficiary Accounts</b>	
<b>Beneficiary A/c #</b>	<b>PK39 B AHL 1001 0081 1775 4401</b>
<b>(ALHAA)</b>	
<b>Title Of Account</b>	
<b>(ALHAA)</b>	<b>CDC TRUSTEE ALHAMRA ISLAMIC ASSET ALLOCATION FUND</b>

Investors must ensure that his/her name is mentioned in the instrument and also in the communication/confirmation telex or advice to Payee bank. This will help the Authorized Dealer to issue the required Proceeds Realisation Certificate - PRC.

Investors must also enclose a copy of the “Transfer Slip” or “Demand Draft” in the name of “**CDC- Trustees Alhamra Islamic Asset Allocation Fund (ALHAA)**” payable at Karachi, Pakistan with his/her Application Package and forward it through courier to our Investor Services Department, Head Office, Karachi, Pakistan on the address mentioned below.

**3. Passport / Overseas Pakistani Card**

- a. Overseas or Non Resident Pakistanis at the time of Account opening should enclose a copy of his/her attested Passport (giving the first four pages and the page containing the visa) or Pakistani Origin Card (POC) or National Identity Card for Overseas Pakistanis (NICOP) issued by NADRA.
- b. Foreign National Investor at the time of Accounting Opening should enclose a copy of attested Passport containing the pages giving the particulars and his/her signature.
- c. Copy should be attested by Investor’s Bank or the Pakistani Consulate or the Local Chamber of Commerce or the Head Master of the Pakistani School.

## **Mailing the Application Package**

Please mail/courier the Application Package to our address in Pakistan.

Investments will be recorded based on the Offer Price of the day when we receive the application and the investment. Our address in Pakistan is:

**Head of Investor Services Department  
MCB Investment Management Limited  
2nd Floor, Adamjee House, I.I. Chundrigar Road,  
Karachi, Pakistan.  
Tel: (92-21) 11-11-62224**

Once the application package is complete and has been submitted please send us a note through email [info@mcbfunds.com](mailto:info@mcbfunds.com) giving the following information:

- ☞ Your Name.
- ☞ Your Address and Contact Number(s)
- ☞ Amount of Application in USD/EUR/GBP.
- ☞ Telegraphic Transfer / Demand Draft Number.
- ☞ Telegraphic Transfer / Demand Draft issuing Bank.
- ☞ Date of Transfer.

This will enable us to track the application and keep you informed about your investment in ALHAA.

**Note: As soon as you have originated the transfer of fund or have prepared a Bank Draft for the amount of investment in ALHAA. Please fax or e-mail us the above details immediately to enable us to track your investment in ALHAA.**