

**TRANSACTION FORM (CORPORATE)**

Account No

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Face to face      Non face to face : \_\_\_\_\_

Additional Investment (Complete Section A, B, D & G)  
 Redemption (Complete Section A, B, C, E & G)  
 Switching (Complete Section A, B, F & G)

Please read the Terms and Conditions as specified overleaf before completing this form. Kindly complete this form in **BLOCK LETTERS**. Please tick (✓) in the box where appropriate.

**A. PARTICULARS OF COMPANY**

Registration No. 

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Name of Company 

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Mailing Address 


Telephone No. (Office) 

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 H/P 

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**B. AUTHORISED PERSON DETAILS**

Name of Authorised Person (1) 

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Designation 

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 Tel Off 

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 Fax 

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E-mail 

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Name of Authorised Person (2) 

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Designation 

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 Tel Off 

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 Fax 

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E-mail 

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**C. BANK ACCOUNT DETAILS** Please deposit my proceeds or withdrawals into my bank account below. (All payment will be made to the main account holder only. No payment to third party will be made.)

Name of Bank Account Holder 

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Name of Bank 

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Bank Account Number 

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**D. ADDITIONAL INVESTMENT**

FUND CODE	FUND NAME	INVESTMENT AMOUNT / UNITS	PAYMENT METHOD (✓)			
			Cheque/ Banker's Cheque	Cash Deposit Machine (CDM)	Online Transfer	Telegraphic Transfer (TT)

**CHEQUE DETAILS**

Name of Bank 

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Cheque No. 

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 RM 

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**E. REDEMPTION**

FUND CODE	FUND NAME	AMOUNT (RM)	UNITS	REDEMPTION METHOD ( √ )	
				Cheque	Online Transfer

a) Redemption monies made payable to the following Unit Holders (s) :-

Principal Holder       Joint Holder       Both Unit Holders

b) Principal Mode

Credit into my / our No. \_\_\_\_\_ Bank: \_\_\_\_\_  
 Send Cheque to the above address.  
 Collect Cheque at ARIM's Office

c) Purpose of Redemption:

\_\_\_\_\_

**F. SWITCHING**

SWITCH FROM				SWITCH TO	
FUND CODE	FUND NAME	AMOUNT (RM)	UNITS	FUND CODE	FUND NAME

*Remarks: Generally, no fee will be charged on switching between funds that charge the same amount of fees unless the fund being switched to have different Service Charges. The fee charged will be based on the difference of the Service Charges between the fund to be switched from and the fund to be switched to. Switching from a Shariah-compliant fund to a conventional fund is prohibited.*

**G. GENERAL DECLARATION AND SIGNATURE(S)**

I/We Agree and Understand the 'Terms and Conditions' specified overleaf in accordance with Deeds.

\_\_\_\_\_  
 Authorised Person (1)  
 Name:  
 Designation:  
 Date:

\_\_\_\_\_  
 Authorised Person (2)  
 Name:  
 Designation:  
 Date:

\_\_\_\_\_  
 Company Rubber Stamp

**AmanahRaya Investment Management (ARIM) Office / Distributors Use Only**

Agent Name \_\_\_\_\_ Agent Code \_\_\_\_\_

Agent's Signature \_\_\_\_\_ Branch Stamp \_\_\_\_\_ Branch Code \_\_\_\_\_ Date of Payment \_\_\_\_\_

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

**For Head Office / Branch use**

Received by/Date/Time      Verified by/Compliance/Date      Entered by/Date      Checked by/Date      Approved by/Date

\_\_\_\_\_  
 (ESMD / SESMD / AMSMD)

\_\_\_\_\_  
 (Compliance)

\_\_\_\_\_  
 (EOF / SEOF)

\_\_\_\_\_  
 (AMOF / MOF)

\_\_\_\_\_  
 (MOF/COO/CEO)

**TERMS AND CONDITIONS****PAYMENT TO THE MANAGER**

Payment may be in the form of Cheque / Banker's Cheque / Telegraphic Transfer (TT) / Online Transfer / Cash Deposit Machine (CDM) made payable to AmanahRaya Investment Management Sdn Bhd.

<b>Account Holder</b>	<b>AMANAHRAYA INVESTMENT MANAGEMENT SDN BHD-A/C 1 (CONVENTIONAL)</b>
<b>Bank</b>	<b>Malayan Banking Berhad</b>
<b>Account Number</b>	<b>514598-221822</b>

<b>Account Holder</b>	<b>AMANAHRAYA INVESTMENT MANAGEMENT SDN BHD-A/C 2 (SYARIAH)</b>
<b>Bank</b>	<b>Malayan Banking Berhad</b>
<b>Account Number</b>	<b>564593-221837</b>

**ADDITIONAL INVESTMENT**

1. Unit for additional investment will be valued at the Manager's Buying Price determined at the end of the Business Day on which the additional investment request is received by ARIM.
2. Application must be received by ARIM by **4.00pm** where it will be processed using the NAV per unit at the end of the same Business Day.
3. Any application made after **4.00pm** will be calculated using the NAV per unit at the end of the following Business Day.

**REDEMPTION REQUEST**

1. Redemption payment to third party or request for open cheque is strictly not allowed for security reason.
2. Unit redemption will be valued at the Manager's Buying Price determined at the end of the Business Day on which the redemption request is received by the Manager.
3. For **PARTIAL** redemption, please indicate the number of units for redemption, leaving a minimum balance of 100 units. In the event this redemption results in the unit holder holding less than the minimum amount mentioned by each Fund, the Manager may: -
  - Advise the unit holder of the minimum holding required under the Fund; or
  - Advise the unit holder to withdraw the entire holding in their account.

**SWITCHING REQUEST**

1. The unit holder who request for switching must be unit holder of an existing fund with a minimum balance of at least 100 units.
2. The minimum switching amount is 100 units or such amounts as the Manager may from time to time decide. For switching mechanism and fees, please refer to the Prospectus for details.
3. For **PARTIAL** switching please indicate the number of units for switching. In the event this switching results in the unit holder holding less than the minimum amount, the Manager may:
  - Advise the unit holder of the minimum holding required under the Fund; or
  - Advise the unit holder to switch the entire holding in their account
4. For a joint account, both joint holders are required to sign the switching form.
5. Unit holders are advised to inform the Manager in writing or by completing the new application form of any changes in their static data, otherwise the date will remain the same as per the unit holders register held Manager.
6. Switching from Shariah fund to Conventional fund is discouraged, especially for muslim unit holders.

**RIGHTS TO REPURCHASE**

1. The Manager has the right to repurchase all units of a unit holder in the event such repurchase is necessary to ensure that the Manager is in compliance with relevant laws.
2. The Manager shall provide prior notification to the unit holders of such repurchase.

**GENERAL**

1. Cancellation of request to additional investment/redeem/switch is not allowed if the request has been processed.
2. For full redemption / switching, your account will be inactive. You need to make additional investment as per master prospectus/prospectus in order to activate your account.
3. The signature(s) on the redemption / switching request form must be the same as per the Manager record.
4. The Manager has the right to deduct any amount incurred such as Redemption / Switching Fee by deducting from the redemption or switching amount that is owing by the unit holder(s) to the Manager.
5. The unit holders shall indemnify and shall keep the Manager fully indemnified against all losses, damages, fees, costs, charges and expenses which the Manager may sustain or incur and which shall have arisen either directly or indirectly out of or in connection with carrying out this request.
6. The creation / cancellation of NAV is only be made upon received the completed form from clients.

**PAYMENT METHOD THROUGH NON FACE TO FACE**

- i) Any 3rd party deposit, will require proof of relationship between the depositor and the client such as marriage certificates, birth certificates and etc.
- ii) For any payment via banker's cheque, transaction slip or application form from the issuance bank is required.
- iii) For any online transfer, the full name of client is required in the transaction slip.
- iv) For any cash deposit payment method, the limit is cap up to RM1k ONLY and transaction slip should be signed by the client for verification.
- v) For any cheque deposit machine method, the snapshot of physical cheque should be required to verify the signature with the account opening form.