

NBP FULLERTON ASSET MANAGEMENT LIMITED

SPECIAL INSTRUCTIONS FORM (INDIVIDUALS AND INSTITUTIONS)

(FORM: NAFA - 07) (Please see guidelines overleaf before completing this form)



NBP Fullerton
Asset Management Ltd.
A Subsidiary of
National Bank of Pakistan

NAFA Account Number																				
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DATE	D	D	M	M	Y	Y	Y	Y
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1. INFORMATION ABOUT THE PRINCIPAL ACCOUNT HOLDER (FILL IN BLOCK LETTER)

Title of Account (EXISTING)							
Title of Account (to be changed to)							
Mailing Address (to be changed to)							
Permanent Address / as per CNIC (to be changed to)							
Tel No. & Fax No. (to be changed to)		Off:		Res:		Fax:	
Mobile / Email (to be changed to)		Mobile:		Email:			
Occupation / Profession : (to be changed to)				Job Title / Nature of Business : (to be changed to)			
Zakat Exemption		Yes <input type="checkbox"/> No <input type="checkbox"/>		Tax Exemption		Yes <input type="checkbox"/> No <input type="checkbox"/>	

2. CHANGE IN NOMINEE(S) - (not applicable in case of joint holding) - Please see instructions on back page for filing out nominee information

ADD	DELETE	EDIT	Name (as per CNIC)	CNIC No.	Relationship with Principal Account Holder	% Allocation to each
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

3. CHANGE IN ACCOUNT OPERATING INSTRUCTIONS

Principal Account Holder Only Jointly (any two signatures) Jointly (All) Either or Survivor Other Instructions (Attached)

4. CHANGE IN BANK ACCOUNT DETAILS

Account Title: _____ Account Number: _____

Name of Bank and Branch: _____

5. INSTRUCTIONS FOR DELIVERY OF ACCOUNT STATEMENTS / TRANSACTION NOTIFICATIONS

Send by Email Send by Email & Post (Subject to Account Balance / Investment value of Rs. 100,000 or more) Hold both Email & Post

Please note that if no option is selected the account statements and transaction alerts will be sent through Emails only (Provided Email Address is available)

6. SMS SERVICE

I would like to receive SMS alerts: Yes No

7. CHANGE IN PAYMENT MODE

I would like to change my mode of payment, (Please write name & code of the fund for which change in payment mode is required)

Name of Fund: _____ Fund Code: _____ Fund #: _____

(Please see fund names, codes and fund # mentioned on the back side of the form)

Please Tick one: Growth Unit

Income Unit (Cash Received by unit holder at regular intervals) If opted Income Units, please tick any of below:

Fixed Income Unit (Income based on requirements of the investor) Flexible Income Unit (Income based on performance of the fund)

If fixed income unit is opted, please specify amount required Rs. _____

Periodic Payment:

Periodic Payment on Income Units (I authorize NAFA to redeem my units to pay my income at regular intervals based on the above instructions).

Please Tick one: Monthly Quarterly Half Yearly Annually

Declaration: I / We the undersigned ratify that the above information is correct and that I / We have read the Trust Deeds and Offering Documents and the risks involved.

Signature - Principal Applicant

Signature - Joint Applicant 1

Signature - Joint Applicant 2

Signature - Joint Applicant 3

Please supply documentary evidence of the changes requested through this document

8. FOR OFFICE USE ONLY

Distributor / Facilitator Name / Code	Signatures of Distributor / Facilitator	Transaction Date and Time

9. FOR REGISTRAR USE ONLY

Form received on (Date & Time)	Date and attachments verified by	Data Input by



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Guidelines for Completing Special Instructions Form (NAFA 07)

FUND NAMES & CODES

Fund Name	Fund Code	Fund Name	Fund Code
NAFA Government Securities Liquid Fund	NGSLF	NAFA Riba Free Savings Fund	NRFSF
NAFA Savings Plus Fund	NSPF	NAFA Asset Allocation Fund	NAAF
NAFA Income Opportunity Fund	NIOF	NAFA Financial Sector Income Fund	NFSIF
NAFA Income Fund	NIF	NAFA Money Market Fund	NMMF
NAFA Islamic Aggressive Income Fund	NIAIF	NAFA Government Securities Savings Fund	NGSSF
NAFA Multi Asset Fund	NMF	NAFA Islamic Stock Fund	NISF
NAFA Islamic Asset Allocation Fund	NIAAF	NAFA Islamic Energy Fund	NIEF
NAFA Stock Fund	NSF		

In respect of any change(s) desired by the Unit Holder(s) in their particulars, a facility through this form is being provided to the Unit Holder(s) to incorporate such change(s) within the Unit Holder Register. However, such change will be permissible, provided it is the authenticated by all the required Authorized Signatories.

INFORMATION ABOUT THE PRINCIPAL ACCOUNT HOLDER

The Account Holder would need to state his/ her/ Institution's Name, NAFA A/c No. allotted at account opening stage.

1. The Unit Holder(s) can change their Address/ Contact Details provided at the time of account opening.
2. Unit Holder(s) can change the status of Zakat / Tax Exemptions by ticking of the available option as provided. It is also mandatory for the Unit Holder(s) to provide certified true copy(ies) of said declaration.

THIS FORM IS REQUIRED FROM UNIT HOLDER(S) BOTH INDIVIDUAL, JOINT OR INSTITUTIONAL INVESTOR(S) IN CASE THEY INTEND TO CHANGE THE INFORMATION GIVEN IN ACCOUNT OPENING FORM (NAFA 01) REGARDING:

1. JOINT ACCOUNT HOLDER(S)/ SIGNATORY(S)

In case of joint Account Holder or Institutions, they can Delete/ Add/ Change the Joint Holder(s)/ Signatory(s)

2. THE NOMINEE(S)

Principal Account Holder can Delete/ Add/ Change the Nominee(s) as registered at the time of account opening. As per Companies Ordinance 1984, nominee shall only be Spouse, Father, Mother, Brother, Sister, Son and Daughter including a step or adopted child.

3. ACCOUNT OPERATING INSTRUCTIONS

The unit holder(s) can change the Account Operating Instructions as were provided in Account opening Form NAFA 01.

4. BANK ACCOUNT

The unit holder(s) can change the Bank details as were provided in Account Opening Form NAFA 01.

5. DELIVERY OF STATEMENTS

The unit holder(s) may change the mode of delivery of account statements.

6. INVESTMENT TYPE

The Unit Holder(s) can change his/ her/ its mode of investment from Growth to Income Units and vice versa as directed in the Investment Form NAFA 02.

Note: Change in Investment Type is subject to required minimum investment for Growth and Income Units.