

INVESTOR ACCOUNT OPENING FORM (for Institutions & / or Corporates)

Serial No.*
Date

INFORMATION ABOUT THE INVESTOR

INVESTOR NAME										
ADDRESS										
City		Phone No.				Fax No.				
ID (Registration No.)					E-mail					
NTN No.					Zakat deduction		Yes	No	(Declaration attached)	
Type of Institution	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> NBF/DFI	<input type="checkbox"/> Commercial Bank/NBFC			<input type="checkbox"/> Club / Society				
	<input type="checkbox"/> Partnership	<input type="checkbox"/> PF/GF/Pension	<input type="checkbox"/> Company (Public/Pvt.)			<input type="checkbox"/> Trust / Others (specify)				

AUTHORIZED SIGNATORIES

Name : Mr./Ms./Mrs. 1)....., 2)....., 3)....., 4).....

NIC No. , , ,

Specimen Signature _____

INSTRUCTIONS TO OPERATE THE ACCOUNT/REDEMPTION OF UNITS

Jointly by all signatories Jointly by any two Any one Others (specify)

BANK DETAILS (for Redemption / Dividend mandate)

Account Title:	Account No.:
Bank Name & Branch	
Bank Address	

REQUIREMENT OF DIVIDEND DISTRIBUTION

Please reinvest our dividend(s)

Please encash our bonus units on the day following the bonus issue and transfer the proceeds to our above bank account

STATEMENTS

Monthly Quarterly Half-yearly Yearly Others (specify)

DECLARATION

I/We hereby acknowledge of having read and understood the relevant Trust Deed, Offering Document and the Guidelines that govern this transaction and further acknowledge understanding of the risks involved.

Signature / Signatures _____

Note: Institutional investor please affix Company stamp.

APPLICATION CHECKLIST - (enclose copies, as applicable)

<input type="checkbox"/> Copy of NIC(s) of Signatory(ies)	<input type="checkbox"/> Membership Certificate in case of Sole Proprietor
<input type="checkbox"/> List of Directors & Officers	<input type="checkbox"/> Partnership Deed alongwith its Certificate of Registration
<input type="checkbox"/> Documentary evidence for Tax exemption	<input type="checkbox"/> Power of Attorney(ies) - Notarized & on stamp paper
<input type="checkbox"/> Certificate of Incorporation/Registration	<input type="checkbox"/> Memorandum & Article of Association / Bye Laws / Trust Deed
<input type="checkbox"/> Certificate of Commencement of Business	<input type="checkbox"/> Others (specify)
<input type="checkbox"/> Certified true copy of Board Resolution** (Authorizing Investments)	

FOR OFFICIAL USE ONLY

FACILITATOR INFORMATION	
Facilitator Code	Remarks / Instructions
Signature	

FOR DISTRIBUTOR / SALES REPRESENTATIVE USE			
Distributor Code	Form Received on	Data & Attachments Verified	Authorized Signature
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Remarks			

FOR REGISTRAR USE			
Form Received on	Data Input Date	Data & Attachments Verified	Reg. No. Allotted*
		<input type="checkbox"/> Yes <input type="checkbox"/> No	Authorized Signature
Remarks			

*Serial No. and Registration No. will be auto generated.

**Recommended format for Board Resolution is given in the guidelines appended on the back of this Form.

Note : 1. The unit holder should either mark all empty spaces in the Form "Void" or cross (X) out.

2. All correspondences will be addressed to Authorized Signatory (01) only.

3. Copy of Memorandum & Article of Association or Article of Incorporation by whatever name called, should be certified by the pertinent government agency in the Country of Incorporation.

For further detailed requirement please refer guidelines attached hereto.

GUIDELINES FOR FILLING OUT INVESTOR ACCOUNT OPENING FORM (for Institutions &/or Corporate)
(FORM AGIM – 02)

This Form is a one-time requirement and is required from Institutional Investors only at the time of creation of account of within Unit Holder Register. Please complete the Investor Account Opening Form (for Institutions &/or Corporate) in Block Letters and write with a ball pen.

Information about the Investor

- i) The following information of the Investor is required under this section:
- Name of the Investor (Company/Corporation/Bank/Partnership/Sole Proprietor/Club etc).
 - Address/ Contact number(s) of the Investor.
 - Registration number of the Investor (Company/Corporation/Bank/Partnership/Sole Proprietor/Club etc.) certified as true copies by a Notary Public or a First Class Gazetted Officer are required.
 - Declaration of whether or not Zakat is to be deducted is required. If the option is selected as 'NO', the Zakat Declaration CZ-50 under Zakat and Ushr Ordinance, 1980, needs to be attached (Certified as true copies by a Notary Public or a First Class Gazetted Officer).
 - Type of Institution (Company/Corporation/Bank/Partnership/Sole Proprietor/Club etc.).
 - Details of Authorised Signatories including their name(s), their identification i.e. National Identity Card number (Certified as true copies by a Notary Public or a First Class Gazetted Officer) and their specimen signatures. True certified copy of Memorandum & Article of Association/Incorporation, which got to certified by the pertinent Government agency in the Country of incorporation & authenticate by the Pakistan Embassy. Issued Power of Attorney would also necessitate notarization in the Country of incorporation and legalization by the Pakistan Embassy.
- ii) At any point in time, the maximum number of Authorized Signatories allowed for the purpose of this Form will not exceed four (04) in numbers. Hence, for the purpose of applying for Redemption of units, following four (04) options are being introduced in this Form:
- Jointly by all signatories
 - Jointly by any two (02) signatories
 - Any one (01) signatory
 - Others (specify)

Specific instructions for any one of the aforesaid options is required.

Bank Details (for Redemption/Dividend mandate)

- iii) In order to receive proceeds as a result of Redemption of Units and Dividend(s) from Alfalah GHP Value Fund (AGV), bank details of the Investor is required which includes the following:
- Bank Account Title and its Number.
 - Name/Address of the Bank along with its Branch.

Please note that any error in filling this information may cause delay in transfer of Funds, in case of Redemption request made by Account Holder(s).

Requirements of Dividend Distribution

- iv) In this section, the Investor is given following options of receiving dividends, however, by default dividends will always be transferred to bank account as mentioned in clause (iv) of these guidelines.
- Reinvestment of dividends in the existing balance of units.
 - Automatic encashment of bonus units on the day following the Bonus Issue and transferring of proceeds to already specified bank account as mentioned in clause (iv) of these guidelines.

Specific instructions for any one of the aforesaid options is required.

Statements

- v) In this section, the Investor will tick-off specific instruction's check box for instructing Alfalah GHP Investment Management Limited (AGIM) about its Account Statement requirement. All correspondences will be addressed to Authorized Signatory (01) as specified in the Form.

Declaration

- vi) As per the instructions given in respect of operation of account through Investor Account Opening Form (AGIM – 02), all the required Authorized Signatories will have to sign this Form before submitting at any selected branch of BAL.
- vii) The Investor should either mark all empty spaces in the Form "Void" or cross (X) out.
- viii) It shall be responsibility of the applicant to pay all stamp and other duties, taxes and processing charges in relation to the units to be acquired by him/her/it.

Application Checklist

The Investor has to enclose copies as applicable of the following documents depending upon the requirements:

- | | |
|---|---|
| 1. Certified copies of NIC(s) of Authorized Signatories. | 2. List of Directors and Officers. |
| 3. Documentary evidence for Tax exemption. (if available) | 4. Certificate of Incorporation/Registration. (certified true copy) |
| 5. Certificate of Commencement of Business. (certified true copy) | 6. Certified true copy of Board Resolution. (Authorizing Investment) |
| 7. Membership Certificate. (in case of Sole Proprietor) | 8. Partnership Deed and Certificate of Registration. (in case of registered partnership firm) |
| 9. Power of Attorney's. (notarized & on stamp paper) | 10. Memorandum & Articles of Association/Bye Laws/Trust Deed. (certified true copy) |
| 11. Others. (please specify) | |

- ix) In the event of any conflict between these Guidelines and the Trust Deed and/or the Offering Document, the provisions of the Trust Deed and/or the Offering Document, as the case may be, shall prevail.

Recommended Format for Board Resolution (Authorizing Investment)

RESOLVED that:

- a) Investment be made by the Company in the Units of Alfalah GHP Value Fund (AGV) to the extent of Rs: _____;
- b) An application be made on behalf of the Company to Alfalah GHP Investment Management Limited (AGIM) for the purchase of Units of Alfalah GHP Value Fund (AGV) under the joint*/several* Signatories of Mr. _____, _____ and _____;
- c) Mr. _____, _____ and _____ are further hereby authorized singly*/jointly* to make applications/requests to AGIM for Purchase of Units of Alfalah GHP Value Fund from time to time at their discretion within the overall maximum limit for total investments in the Units of Alfalah GHP Value Fund sanction by the Board and mentioned in para (a) above.
- d) Mr. _____, _____ and _____ be and are hereby authorized singly*/jointly* for and on behalf of the Company to sign, execute and deliver the said application and other necessary documents in connection therewith and to do any other acts, deeds or things for and on behalf of the Company in respect of Company's application for the purchase of Units of Alfalah GHP Value Fund (AGV); and
- e) Mr. _____, _____ and _____ further be and are hereby authorized singly*/jointly* for and on behalf of the Company to redeem the AGV Units as and when they deem appropriate in the interest of the Company and for this purpose, to sign, execute and deliver redemption applications/forms and fulfill all other formalities as may be required by AGIM for redeeming the Units.
- f) Mr. _____, _____ and _____ be and are hereby authorized singly*/jointly* for and on behalf of the Company to represent to Company to deal, liaise and correspond with Alfalah GHP Investment Management Limited (AGIM) and to fulfill the responsibilities and obligations of the Company from time to time and to do all other incidental and ancillary acts, things and deeds in connection with the purchase and redemption of AGV Units.

CERTIFIED TRUE COPY:

I hereby certify that the above Resolution was duly passed by the Board of Directors of the Company in its meeting held on (date of meeting) and the same has been entered in the minutes book of the Company in accordance with the Articles of Association of the Company.

Company Secretary

*Please delete as applicable