

# NBP FUND MANAGEMENT LIMITED

## REDEMPTION FORM (INSTITUTIONS)

(FORM: NBP Funds - 03) (Please see guidelines overleaf before completing this form)

NBP Funds Account Number 

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Date: \_\_\_\_\_

I / We request you to redeem my / our Units according to the provisions of the Trust Deed and the Offering Document of the respective Fund / Plan.

Principal Account Holder's Name: \_\_\_\_\_

### 1. REDEMPTION DETAILS

1. Name of Fund / Plan \_\_\_\_\_ Fund / Plan Code: \_\_\_\_\_  
(Please see Fund / Plan names & codes mentioned on the back page of the form)

No. of Units: \_\_\_\_\_ OR Amount (Rs.) \_\_\_\_\_

2. Name of Fund / Plan \_\_\_\_\_ Fund / Plan Code: \_\_\_\_\_  
(Please see Fund / Plan names & codes mentioned on the back page of the form)

No. of Units: \_\_\_\_\_ OR Amount (Rs.) \_\_\_\_\_

Certificates Issued: ☐ No ☐ Yes, Certificate No.(s) \_\_\_\_\_  
Please note that this redemption cannot be processed unless original Certificates, if issued to you, are returned to us. In case the certificates are lost, stolen or misplaced, please contact the Registrar/Transfer Agent at 7<sup>th</sup> Floor Clifton Diamond Building, Block No. 4, Scheme No.5, Clifton Karachi.

### 2. PAYMENT INSTRUCTIONS

#### BANK ACCOUNT

You can get redemption in the Bank Account already Registered with **NBP Funds** or in your other personal Bank account

Please select any of the following:

- ☐ Bank Account already registered with **NBP Funds**  
☐ Other Personal Bank Account (New Account)

If redemption is required in a new Bank Account, please provide following details:

#### REGISTERED MAILING ADDRESS

You can get redemption at your already registered mailing address

Please select the mode of Payment (Please tick anyone)

- ☐ Cheque ☐ Pay Order ☐ DD

Account Title																				
Account / IBAN #																				
Bank Name													<input type="checkbox"/> Conventional Banking <input type="checkbox"/> Islamic Banking							
Branch Name													Branch Code							

### 3. DECLARATION

- I / We have read and understand the guidelines as stated above and the Trust Deeds, Offering Documents and/or Supplementary Offering Documents of the respective Fund / Plan and especially the clauses that relate to the risks involved;
- I / We understand that redemption will be made on applicable NAV as per the terms and conditions mentioned in the Offering Documents and/or Supplementary Offering Documents of the respective Fund/Plan;
- I / We ratify that the information provided in this form is correct;
- I / We understand that if redemption form is received by NBP Funds and/or Distributor / Facilitator after the cut off time, that transaction will be processed on the next working day and that I / We would not hold NBP Funds responsible for any loss consequent to such processing of redemption form on the next working day.
- I / We understand that redemption (either in part or full) is liable to capital gain tax, if any.
- I / We understand that NBP Funds / Trustee will not be responsible if delays in transferring proceeds are beyond their control.
- I / We understand that redemption proceeds are paid out from investment balance which includes both principal and / or profit (if any). Hence, investment balance will reduce as a result of redemption.
- I / We for and on behalf of the above named entity (by whatever name called) hereby agree and give consent to NBP Fund Management Limited for performing Know-Your-Customer related verification including but not limited to Identity Verification i.e. (NADRA Verisys of directors/trustees/partners/ultimate beneficial owner(s)/officers/any other person by whatever name called and authorized signatories) and/or any other verification as may be required pursuant to regulatory requirement(s) either on its own or through third party service provider initially or any subsequent changes therein.

### 5. REASON OF REDEMPTION

- ☐ Profitability of the Fund / Plan ☐ Services of **NBP Funds** ☐ Cash Requirement ☐ Others \_\_\_\_\_

### 4. Authorized Signatories & Company Stamp

Name :		Signature :	<b>Company Stamp</b>
Name :		Signature :	
Name :		Signature :	

### 7. DISTRIBUTOR / FACILITATOR INFORMATION (For Office Use only)

Distributor / Facilitator Name / Code	Signature of Distributor / Facilitator	Form No.	Date and Time	Details of Certificates & Units received from Unit Holder	
				Certificate(s) #	Unit(s)
NBP Referred - Name	Designation		CNIC	Emp. ID / Branch	

### FOR REGISTRAR USE ONLY

Form Received on (Date & Time)	Particulars Verified By Name & Signatures	Certificates Verified & Defaced By	Redemption Rate	Data Input By



# NBP FUNDS

Managing Your Savings

NBP FUND MANAGEMENT LIMITED

## Guidelines for Completing Redemption Form (NBP Funds 03)

Fund Name (فونڈ کے نام)	Fund Code (فونڈ کوڈ)
NBP Government Securities Liquid Fund <b>این بی پی گورنمنٹ سیکیورٹیز لیکیڈ فونڈ</b>	NGSLF
NBP Money Market Fund <b>این بی پی منی مارکیٹ فونڈ</b>	NMMF
NBP Government Securities Savings Fund <b>این بی پی گورنمنٹ سیکیورٹیز سیونجز فونڈ</b>	NGSSF
NBP Riba Free Savings Fund <b>این بی پی ریبا فری سیونجز فونڈ</b>	NRFSF
NBP Mahana Amdani Fund <b>این بی پی ماہانہ آمدنی فونڈ</b>	NMAF
NBP Financial Sector Income Fund <b>این بی پی فنانسیل سیکٹر انکم فونڈ</b>	NFSIF
NBP Income Opportunity Fund <b>این بی پی انکم آپورٹونٹی فونڈ</b>	NIOF
NBP Savings Fund <b>این بی پی سیونجز فونڈ</b>	NBP-SF
NBP Islamic Savings Fund <b>این بی پی اسلامی سیونجز فونڈ</b>	NBP-ISF
NBP Islamic Money Market Fund <b>این بی پی اسلامی منی مارکیٹ فونڈ</b>	NIMMF
NBP Sarmaya Izafa Fund <b>این بی پی سرمایہ اضافہ فونڈ</b>	NSIF
NBP Islamic Income Fund <b>این بی پی اسلامی انکم فونڈ</b>	NBP-IIF
NAFA Islamic Capital Preservation Plan-I <b>نافا اسلامی کیپٹل پریزرویشن پلان-I</b>	NICPP-I
NAFA Islamic Capital Preservation Plan-II <b>نافا اسلامی کیپٹل پریزرویشن پلان-II</b>	NICPP-II
NAFA Islamic Capital Preservation Plan-III <b>نافا اسلامی کیپٹل پریزرویشن پلان-III</b>	NICPP-III
NAFA Islamic Capital Preservation Plan-IV <b>نافا اسلامی کیپٹل پریزرویشن پلان-IV</b>	NICPP-IV
NBP Islamic Capital Preservation Plans <b>این بی پی اسلامی کیپٹل پریزرویشن پلانز</b>	NICPP
NBP Income Plan-I <b>این بی پی انکم پلان-I</b>	NIP - I
NBP Government Securities Plans ** <b>این بی پی گورنمنٹ سیکیورٹیز پلانز **</b>	NGSP

Fund Name (فونڈ کے نام)	Fund Code (فونڈ کوڈ)
NBP Islamic Sarmaya Izafa Fund <b>این بی پی اسلامی سرمایہ اضافہ فونڈ</b>	NISIF
NBP Balanced Fund <b>این بی پی بالینسڈ فونڈ</b>	NBF
NBP Islamic Stock Fund <b>این بی پی اسلامی اسٹاک فونڈ</b>	NISF
NBP Stock Fund <b>این بی پی اسٹاک فونڈ</b>	NSF
NBP Islamic Energy Fund <b>این بی پی اسلامی انرجی فونڈ</b>	NIEF
NBP Financial Sector Fund <b>این بی پی فنانسیل سیکٹر فونڈ</b>	NFSF
NBP Islamic Mahana Amdani Fund <b>این بی پی اسلامی ماہانہ آمدنی فونڈ</b>	NIMAF
NBP Islamic Daily Dividend Fund <b>این بی پی اسلامی ڈیلی ڈیویڈنڈ فونڈ</b>	NIDDF
NAFA Islamic Active Allocation Plan - I <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-I</b>	NIAAP-I
NAFA Islamic Active Allocation Plan - II <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-II</b>	NIAAP-II
NAFA Islamic Active Allocation Plan - III <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-III</b>	NIAAP-III
NAFA Islamic Active Allocation Plan - IV <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-IV</b>	NIAAP-IV
NAFA Islamic Active Allocation Plan - V <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-V</b>	NIAAP-V
NAFA Islamic Active Allocation Plan - VI <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-VI</b>	NIAAP-VI
NAFA Islamic Active Allocation Plan - VII <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-VII</b>	NIAAP-VII
NAFA Islamic Active Allocation Plan - VIII <b>نافا اسلامی ایکٹیو ایلوکیشن پلان-VIII</b>	NIAAP-VIII
NBP Cash Plan - I <b>این بی پی کیش پلان-I</b>	NCP - I
NBP Cash Plan - II <b>این بی پی کیش پلان-II</b>	NCP - II
NBP Islamic Fixed Term Munafa Plans** <b>این بی پی اسلامی فیکسڈ ٹرم منافہ پلانز **</b>	NIFTMP
NBP Fixed Term Munafa Plans** <b>این بی پی فیکسڈ ٹرم منافہ پلانز **</b>	NFTMP

\*\* Contingent Load shall be charged on redemptions prior to initial maturity and shall commensurate with net loss incurred due to early redemption, as determined by the management company.

Note: NIFTMP and NFTMP Plans Minimum investment amount is Rs. 3 Million and above. Minimum redemption amount is lower of Rs. 3 Million or full investment balance.

NBP Funds reserves the right to make changes in offering documents subject to consent of Trustee and/or approval of SECP and notice to unit holders through its website [www.nbp-funds.com](http://www.nbp-funds.com)

\*\* قبل از وقت ریڈمپشن پر عارضی لوڈ وصول کیا جائے گا ابتدائی میچورٹی تک اور انتظامی کمیٹی کی طرف سے متعین کے مطابق، جلد ریڈمپشن کی وجہ سے ہونے والے خالص نقصان کے مطابق ہوگا۔  
نوٹ: این بی پی اسلامی فیکسڈ ٹرم منافع پلانز اور این بی پی فیکسڈ ٹرم منافع پلانز میں کم از کم سرمایہ کاری کی رقم 30 لاکھ روپے یا اس سے زیادہ۔ کم از کم ریڈمپشن کی رقم 30 لاکھ روپے یا مکمل سرمایہ کاری بیلنس۔  
این بی پی فیکسڈ ٹرم منافع پلانز کی رضا مندی اور ایس ای سی پی کی منظوری سے مشروط دستاویزات پیش کرنے میں تبدیلی کرنے کا حق محفوظ ہے اور پونٹ ہولڈر کے لئے نوٹس این بی پی فیکسڈ ٹرم منافہ پلانز \*\* [www.nbp-funds.com](http://www.nbp-funds.com) ویب سائٹ دیا جائیگا۔

This Form would be used for disinvestment of unit from NBP Funds / Plan.

- The Account Holder would need to state his / her name and the NBP Funds Account Number of the Fund or Plan.
- The Account Holder needs to specify whether he / she had taken physical possession of the certificates against his / her investment. If the Subscriber ticks on the "yes" option, the certificates would need to be attached with the redemption form.

### REDEMPTION DETAILS

In this section, the Account Holder may choose to specify the disinvestments in terms of Rupess or Units, as per convenience.

### INSTRUCTIONS REGARDING REDEMPTION PROCEEDS

- Payment of redemption proceeds will be made by the Trustee within six Business days, after the receipt of a properly documented request for Redemption of Units by the Company.
- If redemption requests on any single day exceed 10% of the total number of Units issued, the Trustee shall redeem only 10% on a first come first served basis and defer the balance to the next business day.

### INFORMATION ABOUT OPERATING INSTRUCTIONS

- All authorized individuals/signatories as specified in the Account Opening Form (NBP Funds 01) under the section "Account Operating Instructions" will have to sign this form, as per given instruction and specify their names.
- In case of Corporate clients, company's seal is required to be affixed along with the signatures of authorised signatories.

### OTHER INSTRUCTIONS

- Please note that Partial Redemption of Certificate(s) will not be entertained.

The use of the name and logo of National Bank of Pakistan does not mean that it is responsible for the liabilities/ obligations of the Company (NBP Fund Management Limited) or any investment scheme managed by it.