IDLC Non-SIP Form

Asset Manager: IDLC Asset Management Limited (IDLC AML)

APPLICATION FORM TO PURCHASE UNITS – INSTITUTION

(Please read the "Terms and Conditions" carefully)

IDLC Asset Management Limited

financing happiness

To,
Managing Director
IDLC Asset Management Limited
Symphony (4th Floor)
Plot No. SE (F) 09, Road No. 142
Gulshan Avenue, Dhaka-1212

For Office Use Only

Registration No.: _____ Sale No.: _____

Selling Agent's Signature & ID: _____

Conversion Agent's Signature & ID: _____

Authorized Person's Signature: _____

Investment Information

Fund Name: ☐ IDLC Balanced Fund ☐ IDLC Growth Fund ☐ IDLC Asset Management Shariah Fund ☐ IDLC Income Fund

I/ We would like to purchase _____ units of the fund at a price of BDT _____ per unit, prevailing on the sale date _____.

I/ We have enclosed the following instrument(s) with this application.

Cheque / P.O. / D.D. No.: _____ Bank: _____ Branch: _____

Total amount of BDT _____ (In words _____)

Institution Information

Name of Institution:

Type of Institution: ☐ Local Company ☐ Foreign Company ☐ Society ☐ Trust ☐ Other:

Company Registration No: E-TIN No.: Fax No.:

Contact Person: Contact No.: E-mail:

Address:

Name of CEO / MD:

Details of Authorized Person(s), if any:

	Name	Designation	Contact	Signature
1.				
2.				
3.				

Other Information

Bank: Branch: A/C No.:

BO A/C No.:

Dividend Option: ☐ Cash ☐ CIP (in the form of units)

Promo Code :

ACKNOWLEDGEMENT SLIP

Fund Name: ☐ IDLC Balanced Fund ☐ IDLC Growth Fund ☐ IDLC Asset Management Shariah Fund ☐ IDLC Income Fund

Certified that this selling agent has received following instruments for an amount of BDT _____ (In words _____) from _____.

being the application money for _____ units of fund.

Cheque / P.O. /D.D. No.: _____ Bank: _____ Branch: _____ Date: _____

Selling Agent's Signature & ID: _____ Sale No.: _____ Authorized Person's Signature: _____

Conversion Agent's Signature & ID _____ Name: _____

Designation: _____

Documents Enclosed:

- ☐ Memorandum and Article of Association
- ☐ Extract of Board Resolution
- ☐ Power of Attorney
- ☐ NID of Authorized Person(s)
- ☐ Certificate of Incorporation
- ☐ E-TIN Certificate
- ☐ Updated Form XII
- ☐ Trade License / Trust Deed

Photograph:

CEO/MD	1st Authorized Person	2nd Authorized Person	3rd Authorized Person

I / We confirm that I / we have received the Acknowledgement Slip against my / our investment in **Mutual Fund,** read the "Statement of Understanding" and agree that I / we will abide by the "Terms & Conditions", which may be altered, replaced and modified from time to time by IDLC Asset Management Limited as per regulatory requirements. I / We also understand the Fundamentals of Mutual Fund and the Flowcharts, enclosed with this application form.

Signatures:

✓ _____ 1st Authorized Person

✓✓ _____ 2nd Authorized Person

_____ 3rd Authorized Person

For IDLC AML Office Use Only:

BO Cheque No./ Cash: _____ Amount: _____ Bank: _____ Date: _____

Pending Document Details: _____ Customer Service: Signature Date: _____ Operation: Signature

Documents Enclosed

IDLC Non-SIP Form

- ☐ Memorandum and Article of Association
- ☐ Extract of Board Resolution
- ☐ Power of Attorney
- ☐ NID of Authorized Person(s)
- ☐ Certificate of Incorporation
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Dividend Option: ☐ Cash ☐ CIP (in the form of units)

Promo Code : _____

IDLC Asset Management Limited

Symphony (4th Floor)
Plot No. SE (F) 09, Road No. 142
Gulshan Avenue, Dhaka-1212

Contact Center: 16409, Fax: 02-9896142,
E-mail: idlcaml@idlc.com
Website: aml.idlc.com, Digital Platform: aml.idlc.com/login

Know Your Customer (KYC)

For Individual Investor

(For IDLC AML Use Only)

IDLC Asset Management Limited
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Account No.:

Account Name:

Identity Verification: Which Photo ID is obtained?

☐ NID ☐ Passport ☐ Driving License ☐ Other _____

Address Verification: How address is verified?

☐ Personal Visit ☐ Bank Statement ☐ COUA ☐ Utility Bill ☐ e-TIN certificate/Tax Assessment ☐ CPV

☐ Checking NID Database ☐ Others(specify) _____

Occupation Identification: Which occupational document is obtained?

☐ Private Service ☐ Govt. Service ☐ Employee ID ☐ Visiting Card

☐ Business* ☐ Trade License

☐ NRB ☐ Work Permit

☐ Student ☐ Student ID

☐ Others

☐ Documents

***Is business type from the following category? Then mark it as High.**

☐ Jewelry/Gold/Gems trade
☐ Art/Antique Dealer
☐ Import/Export agents
☐ Share/Stock broker
☐ Money Changer
☐ Arms Business
☐ Casino/Bar/Night Club/Residential Hotel Owner
☐ Manpower Export Business
☐ Real Estate Agents
☐ Offshore Corporation

Source of Fund Mention the source of fund

☐ Salary & Bonus ☐ Business Income ☐ Family Member's Income
☐ Remittance ☐ Rental Income ☐ Sale of Property(attach supporting documents)

Whether the deposit matches with client's profile? ☐ Yes ☐ No

If No, what is the additional source of fund?

If No, what is the additional source of fund?	How source of fund was verified?

Politically Exposed Persons (PEPs): ☐ Yes ☐ No

If yes, approval from Senior Management: Signature

Risk Grading ☐ High ☐ Low

Comment when Risk Grading is High

Selling Agent:
Signature: _____
Name: _____
ID No.: _____
Date: _____

Conversion Agent:
Signature: _____
Name: _____
ID No.: _____
Date: _____

Verifier: To Be Filled By IDLC AML Office Only
Signature: _____
Name: _____
Designation: _____
ID No.: _____
Date: _____

IDLC
Asset Management Limited
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Additional Information
(Non Mandatory Field)

Reason for Investing In SIP
(You may choose multiple option if relevant)

- ☐ Forced Saving / Investment Habit
- ☐ Any Time Liquidity
- ☐ Digital/Ease of Service
- ☐ Life Insurance
- ☐ Return Potential
- ☐ Others _____
- ☐ Tax Management
- ☐ Diversification of Asset

Organization: _____ **Designation:** _____

Industry: _____ ☐ Service ☐ Business

Education Stream ☐ Doctor ☐ Engineer ☐ BBA ☐ MBA ☐ Other _____

Client's Monthly Income

- ☐ Below 50,000 TK
- ☐ 1,00,001TK-1,50,000 TK
- ☐ 2,00,001TK-2,50,000 TK
- ☐ 3,00,001 TK and above
- ☐ 50,001TK - 1,00,000 TK
- ☐ 1,50,001TK-2,00,000 TK
- ☐ 2,50,001TK-3,00,000 TK

Spouse-Working? ☐ Yes ☐ No