

**RUPALI LIFE INSURANCE FIRST MUTUAL FUND**  
**APPLICATION FORM TO PURCHASE UNITS - INSTITUTION**

(Please Read Instructions Overleaf; Fill up the Form in Block Letters)

To  
The Managing Director & CEO  
Prime Finance Asset Management Company Limited  
57, Dilkusha C.A.  
Dhaka 1000

Registration no.: \_\_\_\_\_

Sale no.: \_\_\_\_\_

We enclose Taka \_\_\_\_\_ (Taka \_\_\_\_\_) vide Cheque/P.O./D.D.  
No. \_\_\_\_\_ Bank \_\_\_\_\_ Branch \_\_\_\_\_ and request you to  
sell us \_\_\_\_\_ units of Rupali life Insurance First Mutual Fund, at the price of Tk \_\_\_\_\_ per unit through  
\_\_\_\_\_. We are giving necessary information as follows:

Registration no. with Rupali Life Insurance First Mutual Fund (for existing unit holder only) \_\_\_\_\_

Name of the institution: \_\_\_\_\_

Type of institution: Local company  Foreign company  Trust  Society  Other

Registration No.: \_\_\_\_\_ TIN No.: \_\_\_\_\_

Address: \_\_\_\_\_ BO A/C: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

A/C No.: \_\_\_\_\_ Dividend option: Cash  CIP

Name of the CEO: \_\_\_\_\_

Details of Authorised Person(s), if any:

Sl. No.	Name	Designation	Signature
1.	_____	_____	_____
2.	_____	_____	_____

CEO

1<sup>st</sup> Authorized Person

2<sup>nd</sup> Authorized Person

Mode of operation: Jointly by \_\_\_\_\_ Singly by \_\_\_\_\_

Documents enclosed:

Incorporation certificate

Trust Deed

Society Registration certificate

Memorandum and Article of Association

TIN certificate

Extract of Board resolution

Relevant document if Board resolution is not required

Letter of authority issued in favor of authorized person(s)

Date of application: \_\_\_\_\_

\_\_\_\_\_  
Seal and Signature of the Applicant

## TERMS AND CONDITIONS

1. The units of Rupali life Insurance First Mutual Fund, hereinafter referred to as the Fund, may be bought /surrendered through Prime Finance Asset Management Company Limited (PAMC) and authorized selling agents appointed by PAMC from time to time. Surrender of units is allowed only through PAMC or the selling agent from which the units were originally purchased.
2. Application must be made by an individual (both resident and non resident), a corporation or company (both local and foreign), a trust or a society (registered in or outside of Bangladesh) and not by a firm, minor or persons of unsound mind.
3. Joint application by two persons is acceptable. In such a case, registration and issuance of unit allocation confirmation will be in favour of principal applicant while dividend and other benefits, if any, will be addressed to bank account of principal applicant mentioned in the application form. In case of the death of any of the joint holders, only the survivor shall be recognized as having any title to the units. On death of both the joint holders, the title to the units will bestow upon the nominee mentioned in the application form.
4. Minimum purchase quantity for individual investors is 500 (five hundred) units and for institutional investors is 1000 (one thousand) units.
5. Application for purchase of units should be accompanied by an account payee cheque/pay order/bank draft in favour of "Rupali Life Insurance First Mutual Fund" for the total value of units.
6. After clearance/encashment of cheque/draft/pay order the applicant will be issued with one unit Allocation Confirmation against every purchase with a denomination of number of units he/she/the Institutional investor applies for. If BO A/C is provided during the registration, the units will also be delivered to the unit holder's BO A/C in demat form.
7. Partial surrender (fraction of total units held under a single unit allocation confirmation) is allowed without any additional cost subject to minimum surrender quantity of 500 (five hundred) units both for individuals and institutions. Upon partial surrender, the unit holder will be issued with a new unit allocation confirmation representing the balance of his unit holding.
8. The units may be transferred by way of inheritance/gift and/or by specific operation of the law. In case of transfer the Fund will charge a nominal fee as decided by PAMC from time to time except in the case of transfer by way of inheritance.
9. Dividend may be delivered in cash or by way of units under Cumulative Investment Plan (CIP) as the applicant gives option in the application form.
10. All payments /receipts in connection with or arising out of transactions in the units hereby applied for shall be in Bangladeshi Taka.

### FOR OFFICIAL USE ONLY

Registration No.: \_\_\_\_\_

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

No. of units: \_\_\_\_\_

Sale No.: \_\_\_\_\_

Unit Allocation Confirmation No.: \_\_\_\_\_

Sign and Seal of Issuing Office



We confirm that we have received the unit allocation confirmation mentioned above and also that we have read, understood and agree to abide by the terms set out above as may be altered, replaced and modified from time to time by PAMC.

\_\_\_\_\_  
Signature of the Applicant