

# Ventura Asset Management Company Limited

## APPLICATION FORM TO SURRENDER UNITS

Asset Manager: **Ventura Asset Management Company Limited**

(Please read "Terms and Conditions" on reverse carefully)

**(PLEASE FILL UP THE FORM IN BLOCK LETTERS)**

To,  
The Managing Director & CEO  
Ventura Asset Management Company Limited  
Amanullah Trade Center (9th Floor)  
Plot # 26, Gulshan Circle 2,  
Dhaka-1212

For Office Use only

Selling Agent's Name: .....

Registration No: .....

Sale No: .....

### Ventura AMCL Balanced Fund

**My/our surrender request is summarized below:**

SI No	Number of Units Held	Units to be Surrendered			Confirmation of Unit Allocation No.
		No. of Units	Surrender/ Repurchase Price BDT/ Unit	Total Surrender Value	

**Please issue an account payee cheque/ BEFTN in favor of me/ us for total surrender amount and issue a Confirmation for balance units (if any).**

#### Unit holder's Information

Name																			
Broker House																DP ID			
Contact Person					Phone					Email									
Bank					Branch					Account									

#### Terms and Conditions

1. The Units of Fund may be surrendered through Ventura Asset Management Company Limited and authorized selling agents from time to time.
2. Units may be surrendered on all working days except last working day of the week and during the book closure period/ record date of the Fund.
3. Minimum surrender quantity is 500 (five hundred) Units for individuals and 5,000 (five thousand) Units for institutions.
4. Partial surrender is allowed without any additional cost subject to minimum surrender quantity of 500 (five hundred) Units for individuals and 5,000 (five thousand) Units for institutions. Upon partial surrender, the unit holder will be issued with a new Confirmation of Allocation representing the balance of his /her Unit holding.
5. Surrender of Units should be done by transferring units from the Unit holder's BO account to mutual fund's designated BO account. The DP40 report will be submitted to the asset manager for confirming the surrender of units.
6. Unit holder is required to attach the Confirmation of Unit Allocation Letter(s) he /she / the institution wants to surrender along with this surrender form.
7. After verification of authenticity of Confirmation of Unit Allocation Letter(s), account payee cheque/BEFTN for surrender amount will be issued in favor of unit holder within maximum of seven working days. In case of joint holding, account payee cheque may be issued in favor of principal holder.

#### Signature

I/ we confirm that I/we have received the Confirmation of Unit Allocation (if any) as mentioned above and also that I/we agree to abide by the terms cited above as may be altered, replaced and modified from time to time by Ventura Asset Management Company Limited. ✓

Date of Application: .....

Joint Applicant (if any)

Principal Applicant

#### For office use only

Checked and Verified by

Name: ..... Signature: .....

Unit holder's Bank Account No: ..... Routing No: ..... Bank: .....

Payment Instruction

Cheque/ BEFTN Tx ID: ..... Bank: ..... Date: .....

#### Acknowledgement (For official use only)

Certified that this selling agent has received following instrument(s) for an amount of BDT ..... ( in words .....)

.....) from Mr /Mrs /Ms..... being the application

money for ..... units of the Fund on .....

Cheque/P.O/D.D No: ..... or BEFTN/NPSB/ RTGS Tx ID: .....

Bank: ..... Branch: ..... Routing No: .....

Selling Agent's Signature (with seal)  
Selling ID No.

Sale No: .....

Authorized Person's Signature  
(Name & Designation)