

# Fund Switch Form

## General Information

Account Name	Account No.
Account Type <input type="checkbox"/> Individual <input type="checkbox"/> Institution	

## Application for Fund Switch

Fund Switching  Full  Partial

Switch from (Source Fund)	Amount or Percentage to be switched	Switch to (New Fund)	Amount or Percentage

Risk Profile based on the Client Suitability Assessment (CSA)\*:  Conservative  Moderate  Aggressive  
 \*Please refer to the CSA Form.

## For switches to funds with Unit Paying Feature

How would you like to receive your Unit Income Payment?

### For Peso Share Class Only

Please credit to my peso bank account  Current  Savings

Bank: \_\_\_\_\_ Branch of Account: \_\_\_\_\_

Account No. \_\_\_\_\_ Swift Code: \_\_\_\_\_ Branch Address: \_\_\_\_\_

Top up to the source Fund of my unit income

### For Dollar Share Class Only

Please credit to my dollar bank account  Current  Savings

Bank: \_\_\_\_\_ Branch of Account: \_\_\_\_\_

Account No. \_\_\_\_\_ Swift Code: \_\_\_\_\_ Branch Address: \_\_\_\_\_

Inward fund transfer fee may be charged by your bank for the USD share class.

Top up to the source Fund of my unit income

Note: Your Bank Account's currency should be the same as the Share Class currency of your UITF investment.

Important Notes: The amount to be switched must not be less than the minimum amount specified in the Declaration of Trust of both the Source Fund and the New Fund. Please submit a duly accomplished and signed Client Waiver form if the New Fund's investment risk profile is higher than the results of the Client Suitability (CSA).

## Manulife Investment Management and Trust Corporation Unit Investment Trust Fund Switching Terms and Conditions

- A Unit Investment Trust Fund (UITF) Participant (the "Participant") may at any business day request to switch all or part of his/her unit holdings in the UITF to one or more UITFs with the same currency denomination, created by the Trustee (the "Fund Switch") through the submission of a duly accomplished Fund Switch form and other applicable requirements.
- Fund Switch request received on or before the cut-off time (4:00 pm) shall be considered as transaction for the day while Fund Switch request received after the cut-off time shall be considered as transaction for the next applicable business day.
- The Fund Switch shall be treated as redemption of the units from the "switched-out" UITF and thus, will be subject to the redemption settlement cycle provided in Appendix I of the Plan Rules/Declaration of Trust. Accordingly, the admission to the "switched-in" UITF/s will be processed upon availability of the proceeds of redemption from the Fund Switch (the "Fund Switch proceeds").
- In case where the risk profile of the "switched-in" UITF/s is higher than the results of the latest Client Suitability Assessment (CSA) of the Participant, he/she shall be required to submit the waiver to be re-classified outside the CSA process in order for the Fund Switch request to proceed.
- The Net Asset Value per unit (NAVPU) of the UITF is computed daily and made available not later than 6:00PM of each business day. The Fund Switch proceeds shall be calculated in accordance with the redemption cycle under Item 6 (b) of Appendix I (Fund Specifications) of the Declaration of Trust ("DOT").
- The minimum amount of fund switch is subject to the minimum initial contribution or minimum additional contribution of the "switched-in" UITF, as the case may be.

# Manulife Investment Management and Trust Corporation Unit Investment Trust Fund Switching Terms and Conditions

- Fund switches are not subject to early redemption fee. In addition, the holding period for early redemption fee does not restart in the event of fund switch. In case the Participant redeems his/her participation from the "switched-in" UITF within the applicable minimum holding period reckoned from the date of participation in the original "switched-out" UITF, an early redemption fee of 1% of the redeemed amount will apply. The aforementioned minimum holding period and early redemption fee shall apply to Class A shares only.
- Fund switches are free of charge. However, the Trustee reserves the right to reject any invalid or improper application of fund switching in whole or in part (including any applications which the Trustee knows to be or has reasons to believe to be related to market timing or from Participants whom it considers to be excessive traders). The Participant shall be duly notified in such a case.
- The Trustee has the right to perform such acts which are necessary or desirable for the proper administration and management of the UITF.

## Client Certification and Authorization

By affixing my signature in this Manulife Investment Management and Trust Corporation Fund Switch Form, I acknowledge that I have read, understood and agree to be bound by the MIMTC Fund Switching Terms and Conditions.

I am aware that Manulife Investment Management and Trust Corporation (the "Company") collects and uses my personal and sensitive personal information to operate a trust and fiduciary business. By signing this form and continuing to avail of the Company's products and services, I agree that the information I provided and any subsequent changes to it can be processed, shared, disclosed, transferred or used by the Company, including its shareholders, directors, and employees, affiliates, subsidiaries, business partners, any member of the Manulife Financial Group (including those located overseas), advisors, representatives, industry associations and databases, local and foreign authorities having jurisdiction over companies within the Manulife Financial Group, external auditors/counselors, and its third party service providers (whether within or outside the Philippines) within the rules set by the Data Privacy Act of 2012, as may be amended from time to time, relevant regulations and the Company's privacy policy available at [assetmanagement.manulife.com.ph/customer-privacy-policy](http://assetmanagement.manulife.com.ph/customer-privacy-policy) for purposes of: approving this application; administering and servicing the account; marketing (including marketing of products and services offered by any member of the Manulife Financial Group and those of our business partners), promoting, getting feedback on its products and services, and measuring client satisfaction; conducting data analytics and doing automated data processing; preventing money laundering or terrorist financing activities; complying with reportorial and regulatory requirements of both local and foreign regulatory authorities (including local and foreign tax authorities and stock exchanges) as well as other legal, regulatory or contractual obligations of any member within the Manulife Financial Group, relating to information sharing, tax reporting or otherwise; the Company's internal purposes such as governance, risk, compliance, and reporting; and for other reasonable purposes related to the services provided.

For my personal and sensitive personal information I provided to the Company, I am allowing the Company to keep them in line with its records retention policy. I will not hold the Company responsible for any claim, loss, liability and cost as a result of using such information for valid purposes.

\_\_\_\_\_  
Account Owner/Authorized Signatory's Signature over Printed Name

\_\_\_\_\_  
Authorized Signatory's Signature over Printed Name

\_\_\_\_\_  
Date Signed (mm/dd/yyyy)

\_\_\_\_\_  
Date Signed (mm/dd/yyyy)

\_\_\_\_\_  
Authorized Signatory's Signature over Printed Name

\_\_\_\_\_  
Date Signed (mm/dd/yyyy)

## For Manulife Use Only

Signature Verified By:

Processed By:

\_\_\_\_\_  
CSO's Signature over Printed Name / Date Signed (mm/dd/yyyy)

\_\_\_\_\_  
Manulife Personnel's Signature over Printed Name

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

\_\_\_\_\_  
Date Signed (mm/dd/yyyy)

Valid ID with Photo and Signature Presented:

ID Type: \_\_\_\_\_

ID Number: \_\_\_\_\_

**IMPORTANT NOTE:** Acceptable Valid IDs include those issued by any of the following official authorities: 1) The Philippine Government, including its political subdivisions, agencies, and instrumentalities; 2) Government-Owned or -Controlled Corporations (GOCCs); 3) Private entities or institutions registered with and supervised or regulated either by the Bangko Sentral ng Pilipinas (BSP), Securities and Exchange Commission (SEC) or Insurance Commission (IC); 4) For Filipino students, School ID signed by the school principal or head of the educational institution.

Unit Investment Trust Funds are NOT DEPOSIT products and are not insured by the Philippine Deposit Insurance Corporation (PDIC) or by Manulife Investment Management and Trust Corporation, its parent company or its affiliates. These products have no guaranteed returns/yields. The performances of the funds and their underlying securities are not guaranteed and the value of funds may fluctuate and could be less than the capital invested. Any loss/income arising from market fluctuations and price volatility, even if invested in government securities, is for the account of the client/investor. Past performance, when presented, is purely for reference purposes and is not indicative of similar future result. Manulife Investment Management and Trust Corporation is not liable for losses except for gross negligence, willful fraud or bad faith of its officers, employees, or authorized representatives. Prospective investors are advised to read the Declaration of Trust for the Fund, which may be obtained from the office of the Trustee, before proceeding with the investment.

Manulife Investment Management and Trust Corporation, its products and services are regulated and governed by the Bangko Sentral ng Pilipinas (BSP) with telephone number (02) 8708-7087 and email address [consumeraffairs@bsp.gov.ph](mailto:consumeraffairs@bsp.gov.ph). For inquiries or complaints relating to our products and services, you may call our Customer Care Hotline at (02) 8884-7000 or send an email to [phtrust@manulife.com](mailto:phtrust@manulife.com). To know your rights under BSP Circular No. 857 (Regulations on Financial Consumer Protection), please access a copy at the BSP website ([www.bsp.gov.ph](http://www.bsp.gov.ph)).

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