



CONVERSION FORM "D-1"

Note: Please ensure that your application form/cheque is completely filled and signed before handing it over to our representative

1. Fill the form in block letters and in legible handwriting to avoid errors in application processing. If any alteration is made, a countersign is mandatory. 2) Fill the form yourself or get it filled in your presence, do not sign and/or submit blank forms. 3) No transaction will be processed with blank details. 4) Please refer to Back side of page for the name, sales load details and Account Payee Title. Instrument should be crossed 'Account Payee Only'. 5) If payment instrument is returned, the unpaid application will be rejected. 6) Sales load (charges) and all taxes will be applicable on investment as per the constitutive documents of the Fund. 7) Units will be allocated after deduction of applicable load (charges) and all taxes. 8) Application will be processed as per cut-off timings of the Fund.

Date:

1) Principal Applicant's Details (Mandatory)

[illegible]

2) Conversion Details (Mandatory)

Convert (Redeem) From the Fund (Unit Type)			Amount in Rupees	No. of Units	Convert (Invest) To The Fund	
(a)				All		
				or		
Sales Load Charged % Convert (Invest) Fund		Sales Load Waived % Convert (Invest) Fund			Investor's Signature	

Certificates Issued ☐ No ☐ Yes, Certificate No. _____ is/are attached with this Form

3) Declaration and Signature(s)

1. I/ we confirm that I/We have carefully read, understand and agree to abide by all the rules, regulations, relevant Trust Deed (including Supplemental(s)), Offering Documents (including Supplemental(s)), guidelines (on this form) that conversion of units will be made in accordance with the terms and conditions mentioned in the constitutive documents of the above mentioned funds along with details of Sales Load to be deducted (if any) including taxes.
2. I/We also confirm having the knowledge of applicable load percentages.
3. I/ We understand that all investments in mutual funds are subjected to market risk and the price of the Fund's units may go down resulting in loss of principal amount.
4. I/ We understand that the conversion price of the units of Funds will be differ due to Sales Load and/or Back end Load (if any) and is higher than NAV price of the Units of Funds.
5. I/ We understand that in case of Funds operating under forward pricing mechanism, the price of units applicable for Investment/Conversion/Redemption will not be known at the time of Investment / Conversion/Redemption.
6. I/We understand that conversion of unit's transaction may be subject of Capital Gain Tax (CGT) in accordance with the requirement of Income Tax Ordinance, 2001 applicable in Pakistan and the Directives issued by Federal Board of Revenue from time to time.
7. I/We confirm that Alfalah Investments facilitator/ distributor has explained the features and risk of the product and I/we have understood these features and risks in which I/we have agreed to invest.
8. I/We agree that I/we shall assume sole responsibility for determining the merits or suitability of any and all advice and /or recommendations of Alfalah Investments before relying on the same to enter into any transaction. I/We will not hold Alfalah Investments responsible for any loss which may occur as a result of my/our decision.
9. I/ We understand that this CIS Risk Categorization will help me/us assess my/our risk appetite. I am/ we are aware that my/our financial needs may change over time depending on my/our personal and situation objectives. I/ we shall be solely responsible for all of my/our current and future investment transactions.
10. I/ we confirm that I am/ we are investing in Fund and the risk level of this fund is mentioned in section 5, 8 and 9. I/ we confirm that I/ we will not hold Alfalah Investments responsible for any loss which may occur as a result of my decision. I/ we further agree that Alfalah Investments facilitator/ distributor has advised us to select a specific fund category as per my/ our risk profile. However, I/ we reserve the discretion to invest in any other fund category.
11. I/We acknowledge that I/We have read the Key Fact Statement at the time of investment, and I/We have read and understood the terms and conditions to the best of my/our knowledge and have retained a copy of the same.

4) Fund as per Fund Risk Category

Alfalah GHP Alpha Fund, Alfalah GHP Value Fund, Alfalah Financial Value Fund, Alfalah GHP Stock Fund, Alfalah GHP Consumer Index ETF, Alfalah GHP Dedicated Equity Fund, Alfalah GHP Prosperity Planning Fund - Active Allocation Plan, Alfalah GHP Pension Fund - Equity Sub Fund, Alfalah GHP Islamic Stock Fund, Alfalah GHP Islamic Dedicated Equity Fund, Alfalah GHP Islamic Value Fund, Alfalah GHP Islamic Prosperity Planning Fund - Islamic Active Allocation Plan - II, Alfalah GHP Islamic Pension Fund Equity Sub Fund	Low	Principal at Low Risk
Alfalah GHP Sovereign Income Fund, Alfalah GHP Income Multiplier Fund, Alfalah GHP Income Fund, Alfalah GHP Prosperity Planning Fund - Moderate Allocation Plan, Conservative Allocation Plan, Capital Preservation Plan-4, Alfalah GHP Pension Fund Debt Sub Fund, Alfalah Financial Sector Income Plan-I, Alfalah Financial Sector Income Plan-2, Alfalah GHP Islamic Income Fund, Alfalah Islamic Sovereign Plan-1, Alfalah Islamic Sovereign Plan-2, Alfalah GHP Islamic Prosperity Planning Fund - Islamic Balanced Allocation Plan, Islamic Moderate Allocation Plan, Islamic Capital Preservation Plan - IV, Alfalah GHP Islamic Pension Fund Debt Sub Fund	Medium	Principal at Medium Risk
Alfalah GHP Money Market Fund, Alfalah Stable Return Fund Plan 4, Alfalah Stable Return Fund Plan 6, Alfalah Stable Return Fund Plan 8, Alfalah Stable Return Fund Plan 9, Alfalah Stable Return Fund Plan 10, Alfalah Stable Return Fund Plan 11, Alfalah GHP Cash Fund, Alfalah GHP Pension Fund Money Market Sub Fund, Alfalah KPK Employee Pension Fund Money Market Sub Fund, Alfalah Islamic Rozana Amdani Fund, Alfalah Islamic Money Market Fund, Alfalah Islamic Stable Return Fund Plan - II, Alfalah Islamic Stable Return Plan - IV, Alfalah GHP Islamic Prosperity Planning Fund 2 - K Trade Islamic Plan - 7, Alfalah GHP Islamic Pension Fund - Money Market Sub Fund, Alfalah Islamic KPK Employee Pension Fund - Money Market Sub Fund	High	Principal at High Risk

Institutional Investor	Individual Investor	Attestation of Branch Manager and Witnesses shall be required only in case of Investor with unstable signature or thumb impression	
Company Stamp	Principal Applicant's Signature / Left Hand Thumb Impression	Attestation of Branch Manager	Witnesses (Adult Male Persons only)
			Name: _____
			CNIC: _____
			Signature: _____
			Name: _____
			CNIC: _____
			Signature: _____

Authorized Signature / Joint Holder(s)

(a) Name:	
(b) Name:	
(c) Name:	
(d) Name:	

5) Investment Facilitator / Distributor Details (For Office Use Only)

Distributor / Facilitator Name		Code						Distributor's Stamp with date and time
Branch Name		City						
Date and Time Stamping	Form received by		Name and Signature					
	Date, Form and attachments verified by		Name and Signature					
	Data input by		Name and Signature					

Risk Profiling Questionnaire Form

Risk Profiling Questionnaire (To be filled separately by each Joint Holder) **رہسک پروفائلنگ کا سوالنامہ**

Score اسکور		1	2	3	4	Select Score انتخاب اسکور
01	Age عمر	60 above 60 سال سے زائد	46-60 46-60 سال	30-45 30-45 سال	30 below 30 سال سے کم	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
02	What is your investment horizon? آپ کی سرمایہ کاری کا دورانیہ کیا ہے؟	Up to 6 months 6 ماہ تک	Up to 1 year 1 سال تک	1-3 years 1 سے 3 سال	More than 3 years 3 سال سے زائد	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
03	Define your investment knowledge? سرمایہ کاری سے متعلق اپنی معلومات کے بارے میں بتائیے؟	None بالکل نہیں	Fresh/Basic تازہ / بنیادی	Well-versed مہارت حاصل ہے	Expert ماہر	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
04	What is your risk appetite? سرمایہ کاری کے حوالے سے آپ کا خطرے کا میلان کیا ہے؟	Lower بہت کم	Low کم	Moderate معتدل	High زیادہ	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
05	How will you define your investment experience by asset classes? You may select multiple options* اثاثوں کی درجہ بندی کے ذریعے آپ سرمایہ کاری سے متعلق اپنے تجربے کو کیسے بیان کریں گے؟ آپ ایک سے زائد آپشنز کا انتخاب کر سکتے ہیں*	Bank Deposits بینک ڈپازٹس	Money Markets/ National Savings منی مارکیٹس / نیشنل سیونگز	Fixed Income/ Debt فیکسڈ انکم / قرضہ	Equity/Forex/ Commodity ایکویٹی / فاریکس / کموڈیتی	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
06	Investment Objective سرمایہ کاری کا مقصد	Liquidity Management لیکویڈیٹی کی انتظام کاری	Regular Income مستقل آمدنی	Medium Term Capital Appreciation درمیانی مدتی کیپیٹل میں اضافہ	Long Term Wealth Accumulation طویل مدت کے لیے سرمایہ جمع کرنا	1 2 3 4 <input type="checkbox"/> ○ ○ ○ ○
*High Score Applicable *انتہائی اسکور قابل اطلاق				Total Score کل اسکور		

Option	Score اسکور	Risk Tolerance خطرے کی برداشت	Fund Risk Category فونڈ ریسک کیٹیگری
A	1 – 6	Very Low بہت کم	Money Market Funds with no exposure in Corporate Commercial Papers
B	7 – 10	Low کم	Money Market Funds with Investment in Corporate Commercial Papers, Capital Protected Fund (Non-Equity), Income Funds with deposit/ placement in AA or above rated banks/ DFIs and Investment in Government Securities or Government backed Sukuks. Weighted average duration of portfolio of securities shall not exceed six (6) Months.
C	11 – 15	Moderate درمیانہ روی	Income Funds with investment in A and above related banks, AA rated corporate debt instruments, MTS and spread transactions. Weighted average duration of portfolio of securities shall not exceed two (2) years.
D	16 - 20	Medium درمیانہ	CPPI Strategy Based Funds, Income Funds (where Investment is made in fixed rate instruments or below A rated Banks or Corporate Sukuks or Bonds, Spread Transactions, Asset Allocation and Balanced Funds (with Equity Exposure up to 50% mandate).
E	More than 20 20 سے زائد	High زیادہ	Equity Funds, Asset Allocation (with 0 – 100% Equity exposure mandate) and Balanced Funds (with 30% - 70% Equity exposure mandate), Commodity Funds, Index Tracker Funds and Sector Specific Equity related Funds.

Your option/solution based on your score is ☐ A ☐ B ☐ C ☐ D ☐ E
آپ کا انتخاب / حل آپ کے اسکور پر مبنی ہے

☐ I/We would like to invest in line with the recommendation outlined above.
میں / ہم مذکورہ بالا تجویز کے مطابق سرمایہ کاری کرنا چاہوں گا / چاہیں گے۔

☐ I/We do not agree with recommendation outlined above and want to invest according to my/our own decision and investing my Fund in _____
میں / ہم مذکورہ بالا تجویز سے متفق نہیں ہوں / ہیں اور اپنے فیصلے کے مطابق سرمایہ کاری کرنا چاہتا ہوں / چاہتے ہیں اور _____ میں سرمایہ کاری کر رہا ہوں / کر رہے ہیں۔

Customer Declaration

I hereby declare that I have read, understood and completed this entire profiling questionnaire on my own. I understand that this questionnaire only helps me assess my risk appetite based on the information provided by me and I have the sole right to choose the investment as I deem fit which may not fit my risk profile. I am aware that my financial needs may change over time depending on my personal and situation objectives and I shall be solely responsible for all my current and future investment, conversion and transfer transactions if these are not in accordance with my above-mentioned risk profiling results. I also understand that this questionnaire does not constitute, in any manner, advice given by the Company. I will not hold the Company liable or responsible for these transactions in any manner.

صارف کا اقرار

میں اقرار کرتا ہوں کہ میں نے بذات خود اس پروفائلنگ سوالنامے کو پڑھا ، سمجھا اور مکمل کیا ہے۔ میں سمجھتا ہوں کہ یہ سوالنامہ میری جانب سے فراہم کردہ معلومات کی بنیاد پر صرف میرے خطرے کے میلان کا جائزہ لینے میں مدد کرے گا اور مجھے اس بات کا مکمل حق حاصل ہے کہ میں اس سرمایہ کاری کا انتخاب کروں جسے میں موزوں سمجھتا ہوں اور وہ میرے ریسک پروفائل کے لیے موزوں نہ ہو۔ میں اس بات سے واقف ہوں کہ میری مالی ضروریات وقت گزرنے کے ساتھ ساتھ تبدیل ہوسکتی ہیں جن کا انحصار میری ذات اور صورت حال کے مقاصد پر ہے۔ ٹرانزیکشنز میرے درج بالا ریسک پروفائلنگ نتائج کے مطابق نہ ہونے کی صورت میں موجودہ اور مستقبل میں ہونے والی سرمایہ کاری ، کنٹورن (تبادلے) اور ٹرانسفر ٹرانزیکشنز کا میں خود ذمہ دار ہوں اور یہ کہ میں کمپنی کو ان ٹرانزیکشنز کے لیے کسی بھی طرح ذمہ دار نہیں سمجھوں گا۔ یہ بھی سمجھتا ہوں کہ یہ سوالنامہ کسی بھی طرح کمپنی کی جانب سے دیئے جانے والے مشورے کا جواز نہیں بنتا

6) Risk Profile of Conventional Collective Investment Schemes/Plans

S. No.	Fund Name	Category	Risk Profile	Risk of Principal Erosion	Sales Load	Account Title
1.	Alfalah GHP Alpha Fund	Equity Scheme	High	Principal at high risk	3.00%	CDC-Trustee Alfalah GHP Alpha Fund
2.	Alfalah GHP Value Fund	Asset Allocation Scheme	High	Principal at high risk	3.00%	CDC-Trustee Alfalah GHP Value Fund
3.	Alfalah Financial Value Fund	Asset Allocation Scheme	High	Principal at high risk	3.00%	CDC-Trustee Alfalah Financial Value Fund
4.	Alfalah GHP Stock Fund	Equity Scheme	High	Principal at high risk	2.50%	CDC-Trustee Alfalah GHP Stock Fund
5.	Alfalah GHP Sovereign Income Fund	Income Scheme	Medium	Principal at medium risk	upto 2.00%	CDC-Trustee Alfalah GHP Sovereign Fund
6.	Alfalah GHP Consumer Index ETF	Exchange Traded Fund	High	Principal at high risk	0.00%	CDC-Trustee Alfalah GHP Consumer Index ETF
7.	Alfalah GHP Money Market Fund	Money Market Scheme	Low	Principal at low risk	upto 2.00%	CDC-Trustee Alfalah GHP Money Market Fund
8.	Alfalah GHP Income Multiplier Fund	Aggressive Income Scheme	Medium	Principal at medium risk	3.00%	CDC-Trustee Alfalah GHP Income Multiplier Fund
9.	Alfalah Stable Return Fund Plan 4	Fixed Return Scheme	Low	Principal at low risk	0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 4
10.	Alfalah Stable Return Fund Plan 6	Fixed Return Scheme	Low	Principal at low risk	0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 6
11.	Alfalah Stable Return Fund Plan 8	Fixed Return Scheme	Low	Principal at low risk	0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 8
12.	Alfalah Stable Return Fund Plan 9	Fixed Return Scheme			0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 9
13.	Alfalah Stable Return Fund Plan 10	Fixed Return Scheme			0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 10
14.	Alfalah Stable Return Fund Plan 11	Fixed Return Scheme			0.00%	CDC-Trustee Alfalah Stable Return Fund Plan 11
15.	Alfalah GHP Income Fund	Income Scheme	Medium	Principal at medium risk	upto 2.00%	CDC-Trustee Alfalah GHP Income Fund
16.	Alfalah GHP Cash Fund	Money Market Scheme	Low	Principal at low risk	2.00%	CDC-Trustee Alfalah GHP Cash Fund
17.	Alfalah GHP Dedicated Equity Fund	Equity Scheme	High	Principal at high risk	upto 2.00%	CDC-Trustee Alfalah GHP Dedicated Equity Fund
18.	Alfalah GHP Prosperity Planning Fund	Fund of Fund Scheme				
	a) Active Allocation Plan	Fund of Fund Scheme	High	Principal at high risk	2.00%	CDC-Trustee Alfalah GHP Prosperity Planning Fund Active Allocatiovn Plan
	b) Moderate Allocation Plan	Fund of Fund Scheme	Medium	Principal at medium risk	1.50%	CDC-Trustee Alfalah GHP Prosperity Planning Fund Moderate Allocation Plan
	c) Conservative Allocation Plan	Fund of Fund Scheme	Medium	Principal at low risk	1.00%	CDC-Trustee Alfalah GHP Prosperity Planning Fund Conservative Allocation Plan
	d) Capital Preservation Plan-4	Fund of Fund Scheme	Medium	Principal at medium risk	3.00%	CDC-Trustee Alfalah GHP Prosperity Planning Fund Capital Preservation Plan-4
19.	Alfalah GHP Pension Fund	Voluntary Pension Fund Scheme			3.00%	CDC-Trustee Alfalah GHP Pension Fund
	a) Equity Sub Fund		High	Principal at high risk		
	b) Debt Sub Fund		Medium	Principal at medium risk		
	c) Money Market Sub Fund		Low	Principal at low risk		
20.	Alfalah Financial Sector Income Fund Plan-1	Income Scheme	Medium	Principal at medium risk	upto 2.00%	CDC-Trustee Alfalah Financial Sector Income Plan-1
21.	Alfalah Financial Sector Income Fund Plan-2	Income Scheme	Medium	Principal at medium risk	upto 3.00%	CDC-Trustee Alfalah Financial Sector Income Plan-2
22.	Alfalah KPK Employee Pension Fund	Voluntary Pension Fund Scheme			0.00%	CDC-Trustee Alfalah KPK Employee Pension Fund
	Money Market Sub Fund		Low	Principal at low risk		

7) Risk Profile of Islamic Collective Investment Schemes/Plans

S. No.	Fund Name	Category	Risk Profile	Risk of Principal Erosion	Sales Load	Account Title
1.	Alfalah GHP Islamic Stock Fund	Shariah Compliant Equity Scheme	High	Principal at high risk	3.00%	CDC-Trustee Alfalah GHP Islamic Stock Fund
2.	Alfalah GHP Islamic Dedicated Equity Fund	Shariah Compliant Dedicated Equity Scheme	High	Principal at high risk	1.50%	
3.	Alfalah GHP Islamic Value Fund	Shariah Compliant Asset Allocation Scheme	High	Principal at high risk	upto 2.00%	CDC-Trustee Alfalah GHP Islamic Value Fund
4.	Alfalah GHP Islamic Income Fund	Shariah Compliant Income Scheme	Medium	Principal at medium risk	upto 2.00%	CDC-Trustee Alfalah GHP Islamic Income Fund
5.	Alfalah Islamic Rozana Amdani Fund	Shariah Compliant Money Market Scheme	Low	Principal at low risk	upto 2.00%	CDC-Trustee Alfalah Islamic Rozana Amdani Fund
6.	Alfalah Islamic Money Market Fund	Shariah Compliant Money Market Scheme	Low	Principal at low risk	upto 2.00%	CDC-Trustee Alfalah Islamic Money Market Fund
7.	Alfalah Islamic Sovereign Plan-1	Sovereign Income Scheme	Medium	Principal at medium risk	upto 3.00%	CDC-Trustee Alfalah Islamic Sovereign Plan-1
8.	Alfalah Islamic Sovereign Plan-2	Sovereign Income Scheme	Medium	Principal at medium risk	upto 3.00%	CDC-Trustee Alfalah Islamic Sovereign Plan-2
9.	Alfalah Islamic Stable Return Fund Plan - II	Fixed Rate / Return Scheme	Low to Moderate	Principal at low risk	upto 0.00%	CDC-Trustee Alfalah Islamic Stable Return Fund Plan - II
10.	Alfalah Islamic Stable Return Fund Plan - III	Fixed Rate / Return Scheme	Low to Moderate	Principal at low risk	upto 0.00%	CDC-Trustee Alfalah Islamic Stable Return Fund Plan – III
11.	Alfalah Islamic Stable Return Fund Plan – IV	Fixed Rate / Return Scheme	Low to Moderate	Principal at low risk	upto 0.00%	CDC-Trustee Alfalah Islamic Stable Return Fund Plan – IV
12.	Alfalah GHP Islamic Prosperity Planning Fund	Islamic Fund of Fund Scheme				
	i) Islamic Balanced Allocation Plan	Islamic Fund of Fund Scheme	Medium	Principal at medium risk	1.25%	CDC-Trustee Alfalah GHP Islamic Prosperity Planning Fund Balanced Allocation Plan
	ii) Islamic Moderate Allocation Plan	Islamic Fund of Fund Scheme	Medium	Principal at medium risk	1.50%	CDC-Trustee Alfalah GHP Islamic Prosperity Planning Fund Moderate Allocation Plan
	iii) Islamic Active Allocation Plan - II	Islamic Fund of Fund Scheme	High	Principal at high risk	2.50%	CDC-Trustee Alfalah GHP Islamic Prosperity Planning Fund Active Allocation Plan - II
	iv) Islamic Capital Preservation Plan - IV	Islamic Fund of Fund Scheme	Medium	Principal at medium risk	2.50%	CDC-Trustee Alfalah GHP Islamic Prosperity Planning Fund Capital Preservation Plan - IV
13.	Alfalah GHP Islamic Prosperity Planning Fund 2	Islamic Fund of Fund Scheme			upto 3.00%	
	i) K Trade Islamic Plan - 7	Islamic Fund of Fund Scheme	Low	Principal at low risk		CDC-Trustee AFIPPF2 K Trade Islamic Plan - 7
14.	Alfalah GHP Islamic Pension Fund	Voluntary Islamic Pension Fund Scheme			3.00%	CDC-Trustee Alfalah GHP Islamic Pension Fund
	a) Equity Sub Fund		High	Principal at high risk		
	b) Debt Sub Fund		Medium	Principal at medium risk		
	c) Money Market Sub Fund		Low	Principal at low risk		
15.	Alfalah Islamic KPK Employee Pension Fund	Voluntary Islamic Pension Fund Scheme			0.00%	CDC- Trustee Alfalah Islamic KPK Employee Pension Fund
	Money Market Sub Fund		Low	Principal at low risk		

Alfalah Asset Management Limited

WE DO NOT ACCEPT CASH OR BLANK/BEARER CHEQUE

We would like to inform all our investors that the Management Company has a policy not to accept cash or blank/bearer cheques for investments in mutual funds managed by it. Investors are advised to prepare their payment instruments (crossed payees account cheque, pay-order or demand drafts) in favour of Trustee of respective mutual fund. Investors are also advised not to give cash to any person on behalf of mutual funds and always used plain Investment Form without any cutting or marking on it.



Alfalah Investments

Alfalah Asset Management Limited

(A Group Company of Bank Alfalah Limited)

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