



To: iFast (Fundsupermart) Navigator (Dollardex) Other distributor (e.g. bank): _____

Particulars as maintained with Transferor (OUTGOING)		Particulars as maintained with PSPL (INCOMING)	
Account Number:		PSPL Account Number:	
Main Account Holder's Name: NRIC/ Passport No: Signature & Date: <i>*Must be the same as per record with the transferor company.</i>		Main Account Holder's Name: NRIC/ Passport No: Signature & Date: Contact No:	
Joint Account Holder's Name (If any): NRIC/Passport No: Signature & Date:		Joint Account Holder's Name (If any): NRIC/Passport No: Signature & Date:	
Additional Information on Main Account Holder (for transferring of CPF/SRS holdings only)			
CPF Account No: CPF Investment Account No: SRS Investment Account No:		*CPF/SRS holdings cannot be transferred into a joint account. (CPF Agent Bank: <input type="checkbox"/> DBS/POSB <input type="checkbox"/> UOB <input type="checkbox"/> OCBC) (SRS Agent Bank: <input type="checkbox"/> DBS/POSB <input type="checkbox"/> UOB <input type="checkbox"/> OCBC)	

Please check this box if you wish to proceed with the transfer instructions only when ALL the indicated funds are available for transfer in.

Section A. Fill-in this table if your holdings were bought using Cash. (Same Transfer form can be used for different funds)

Fund Name(s) in full (Please indicate currency/ fund class details clearly)	Indicate No. of Units OR "ALL"	Initial Cost ^a	For Internal Use Only
(a) In fund currency. If left blank, market value on transfer confirmation date will be used. (b) If selection is not available for the fund, the other option will be used. Your existing holding(s) option will overwrite any selection. Default dividend option will be reinvest if neither option is selected (unless only Withdraw is available).			Dividend Option ^b : <input type="checkbox"/> Re-invest for more units <input type="checkbox"/> Withdraw/Cash Payout

Section B. Fill-in this table if your unit trust holdings were bought using CPFOA/ SA or SRS.

(If your CPF/SRS holdings are of non-IA status, separate transfer forms are required for funds of different fund houses, e.g. one form for abrdn and another for UOB funds. Any non-IA holdings received will be converted¹ to IA status. If your holdings are of IA status, please note the required additional form^{2a}, actions^{2b} and information^{2c}. The same form can be used to list different IA funds and all units of the fund will be transferred.)

Fund Name(s) in full (Please indicate currency/ fund class details clearly)	Fund Source (circle applicable)	Indicate No. of Units OR "ALL"	For Internal Use Only
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		
	OA/SA/SRS		

IMPORTANT NOTES: Please check that we carry the fund(s) that you wish to transfer-in and attach your latest statement of holdings from your existing distributor. Separate Transfer form is required for different distributor or when both IA/non-IA funds are involved. All transfer-in is FREE-of-charge, except for transfer-in from Standard Chartered Bank (SCB) or of PineBridge funds (formerly AIG). SCB may charge a fee for the transfer. Each PineBridge fund to be transferred would incur a charge of \$10 (subjected to prevailing GST) and cheque has to be made payable to "RBC Dexia Trust Services Singapore Limited". Lastly, an additional form is required for funds bought directly from Fund House using Cash OR funds bought directly from UOB Bank (additional form need to be endorsed by UOB staff) OR non-IA Templeton/AllianceBernstein/Nikko funds. Additional form can be downloaded from www.poems.com.sg/unittrust > "Transfer-in". Depending on the outgoing distributor, the full transfer-in process may take up to 8 weeks to be completed. Transfer request may be rejected if there are no matching instructions given to the counterparty within 3 months.

ON TRANSFERRING CPF/SRS HOLDINGS:-

1) By default, market value of the transferred units upon commencement of the IA conversion will be used as the investment cost of these units. Non-IA holdings received will be converted into IA holdings through paired transactions ("Sell" and "Buy" will be carried out on the same day). Non-daily valuation, foreign currency or HSBC funds may not be performed. For Non-IA funds, separate Transfer form for funds of different fund houses is required.



2a) For Transfer of IA holdings, please ensure that you have also attached either the iFAST Transfer Instruction Form OR Navigator Transfer Form. The forms will be submitted to your respective current distributor.

2b) You must terminate any ongoing Regular Savings Plan (RSP) maintained with your existing distributor prior to requesting any transfer. The following funds will not be transferred over to PSPL: (i) "Cash Fund" under iFAST Financial Pte Ltd / Fundsupermart (ii) Funds that are not carried by PSPL. For clients who do not meet the minimum requirements set by the fund manager, the holdings will be redeemed by your existing distributor but PSPL will not buy back the holdings. Holdings under Navigator Investment Services Ltd / DollarDex Investments Pte Ltd are displayed to 3 decimal places, whereas PSPL follows the number of decimal places set by the Fund Manager. The number of units displayed by PSPL is based on the refunded amount from iFAST Financial Pte Ltd/ Fundsupermart or Navigator Investment Services Ltd/ DollarDex. Unit differences (if any) could be due to dividend / RSP units (if there are more units) OR wrap fees / platform fees charged (if there are lesser units).

2c) The transfer of your IA holdings requires a transfer of the asset as well as your CPF records. Currently, the agent banks and CPF Board do not provide a facility to transfer your CPF OA and SRS, and CPF SA records, respectively, from one Investment Administrators ('IA') to another IA. The three IAs have worked together and informally agree on a process to allow investors to transfer their IA holdings. The transfer of IA holdings therefore requires that your transferor-IA and transferee-IA (PSPL) to exchange certain information related to your holdings. The agent banks or CPF Board are not part of the arrangement. As such, the transferee-IA (PSPL) is not able to view your CPF/SRS balances. As the transfer of IA holdings involves redemption and subscription, there is a need to meet the minimum requirements set by the fund manager. Most fund managers set a minimum subscription and redemption threshold amount. In general, transfer of holdings valued at \$500 or more would be successful. Your transferor-IA (where you are transferring out from) will perform a redemption order on an agreed-upon day ('T'). **T day will be on the 1st/3rd Friday of the month** (the previous working day applies if the day falls on a public holiday). Also happening on T day, your transferee-IA (PSPL) will be subscribing to the same quantity that your transferor-IA is redeeming. Performing both the redemption and subscription on the same day ensures that there are no price (NAV) differences (the redemption proceeds are expected to be the same as the subscription amount). About 5 days later ('T+5'), your transferor-IA would have refunded the redemption proceeds back to your CPFOA/SRS or CPFSA accounts maintained with the agent banks or CPF Board respectively. About T+7, your transferee-IA (PSPL) will initiate a withdrawal from your CPFOA/SRS or CPFSA accounts maintained with the agent banks or SRS Operators or CPF Board respectively. On around T+7, there is a possibility that your transferee-IA (PSPL) would experience an unsuccessful request to withdraw the subscription amount due to insufficient balances. Do take note of the following:

Agent banks	On successful transaction	On unsuccessful transaction
DBS/POSB	\$2.50	\$0
UOB	\$2.00	\$5.00
OCBC	\$2.50	\$5.00

- i. The agent banks levy a transaction fee for all CPFOA transactions. All fees indicated are subjected to prevailing GST rate.
 - ii. Please note that the agent banks may change their levies. For more details, please contact your agent bank.
 - iii. Some agent banks may also levy additional on-going bank charges.
 - iv. There is a cap imposed by CPF Board.
 - v. You may have other regular deductions.
 - vi. You may have initiated withdrawal of your CPF savings due to retirement.
- When there is a failed withdrawal, PSPL will contact you to work out a suitable arrangement. In the worst case scenario, your holdings may be force sold and you will have to bear any market losses

Declarations/Authorisation of Account Holder(s): I/We being holder(s) of the above-mentioned funds hereby instruct and authorise Phillip Securities Pte Ltd (herein known as 'PSPL') to carry out my/our instruction to change my/our agent/distributor to PSPL. I/We agree the holdings are to be transferred from my/our Transferor Account to the Transferee account maintained with PSPL and that the information on personal particulars provided are correct. Please proceed to transfer the units and disclose all necessary information including historical transactions to PSPL. For transfer of CPFOA/SA/SRS holdings, I confirm that there is no change in beneficiary as a result of this transfer. For any CPF/SA/SRS IA holdings, I hereby instruct and authorise PSPL to act on my behalf to submit the attached instruction form to my existing distributor to redeem my existing holding(s). PSPL will subscribe for the same units on the same day. For any CPF/SRS Non-IA holdings, I agree to convert them into CPF/SRS IA status by selling and buying back the exact units on the same day. I understand that any shortfall in my CPFOA/SA/SRS account(s) might result in the force selling of my stated holding(s). I have read and understood all relevant notes and information stated above. By signing on the first page of this form, I hereby agree to indemnify PSPL against any losses with regards to this transfer.

Section C. Complete this section ONLY if you are transferring unit trusts between PSPL accounts.

Internal Transfer Instructions (Tick and complete where applicable)

- Transfer from Advisory Wrap Account to other PSPL account. (Note: Settlement of outstanding balance due to accrued wrap fee is required. Also, 1% Admin fee^A applies when transferring into a Non-Wrap account. If there is insufficient balance in your account at the point of transfer, please note that Unit Liquidation^B may be performed.)
- Transfer from Non-Wrap/ Managed Account to an Advisory Wrap Account. (Note: Any non-IA holdings will be converted¹ to IA).
- Transfer between Non-Wrap/ Cash Management/ Managed Accounts only.

Transfer Instruction: Transfer ALL Unit Trusts (including Regular Savings Plans "RSPs/RSSPs" if any) and cash balances (if any)^H.
 Transfer only SELECTED Unit Trusts that are indicated below.

Fund Name(s) in full (Please indicate currency/ fund class details clearly)	Fund Source (circle applicable)	Indicate No. of Units OR "ALL"	To transfer RSP ^G	To transfer RSSP ^G	For Internal Use Only
	Cash / OA / SA / SRS		<input type="checkbox"/>	<input type="checkbox"/>	
	Cash / OA / SA / SRS		<input type="checkbox"/>	<input type="checkbox"/>	
	Cash / OA / SA / SRS		<input type="checkbox"/>	<input type="checkbox"/>	

There is a Change of Beneficiaries^C (account holder(s) of Transferor account is different from the Transferee account). *Documentary proof (i.e. marriage certificate) and a witness (Authorised Representative/ PSPL Staff) is required for such a transfer. State the relationship of the Transferee account holder(s) to the Transferor account holder(s): _____

Name of Witness: _____ Signature of Witness & Date: _____

IMPORTANT NOTES ON INTERNAL TRANSFER:

- A) The 1% Admin Fee is not applicable for clients of PSPL's partners. This fee is based on the total NAV amount of your portfolio as advised by PSPL.
- B) Unit liquidation of any fund is subjected to the fund's minimum requirements and unused amount from redemption (if any) would be refunded accordingly. By default, fund holding(s) deemed to be least volatile by PSPL will be used to carry out unit liquidation for settlement/payment. Your transfer may take up to 2 weeks if unit liquidation is performed.
- C) When internal transfer involves a change of beneficiaries, Transferor account holder(s) and Transferee account holder(s) must provide the necessary documentary proof and sign this form in the presence of a PSPL staff. The witnessing PSPL staff is required to submit a signed copy (CTC) of the documentary proof together with this form.
- D) Partial transfer of a unit trust fund is allowed only if remaining amount meets the fund's minimum investment requirement and any RSP will continue in the original account.
- E) Any Non-IA holdings will be converted into IA holdings through paired transactions.
- F) Partial transfer of SRS holdings from Wrap, Non Wrap or Managed accounts is not allowed due cost reconciliation issues with Agent Bank. For full transfer of SRS holdings, there will be a redemption and subscription performed at your Agent Bank for cost reconciliation purposes.
- G) In the event that it is not selected, RSP/RSSP will remain active in the outgoing account and will not be terminated. Following RSP/RSSP units bought or switched into will not be transferred.
- H) In the event that the outgoing account is opted into the ADW service, it will not be "transferred to the incoming account". If the dividend options for the same fund differs between the 2 accounts, we will perform CODO and retain the dividend option at the incoming account.
- I) For transfer from Managed Account to Advisory Wrap/Non-Wrap, only those funds available for the Advisory Wrap/Non-Wrap will be transferred. Those that are not available will be liquidated.

For Official Use:		
Received by:	Processed by:	Checked by: