



บริษัทหลักทรัพย์จัดการกองทุน จำกัด

Phatra Asset Management Company Limited

ชั้น 19 อาคารเมืองไทย-ภัทร คอมเพล็กซ์ อาคารเอ เลขที่ 252/25 ถนนรัชดาภิเษก แขวงห้วยขวาง เขตห้วยขวาง กรุงเทพฯ 10310

19/F Muang Thai-Phatra Complex Building Tower A 252/25 Ratchadapisek Road Huaykwang Bangkok 10310 Thailand

Ins/Tel. 0 2305 9800 โทรฯ/Fax. 0 2305 9803 - 4 www.phatraasset.com

Date

Dear Registrar of

I (Name)

Identification card /Passport/Juristic registration number.....

Deposit Unitholder with Thailand Securities Depository Co.,Ltd. (TSD) Through securities company. Participant No

as a Unitholder of fund

a Unitholder holder registration number (if any) Unitholder NO

Request to change the conditions Profile Changing as follow (Please ✓ on selected item)

Prefix Name Surname Address Withholding Tax (Yes/No)

Other (Specify)

Old Information

New Information

.....
.....
.....
.....
.....
.....

Dividend/ Other Cash Benefits

Cheque (A/C Payee pay to Unitholder) and mailed to the Unitholder according to the addresses specified by the Unitholder **OR**

Receive Cheque (A/C Payee pay to Unitholder) at Phatra Asset Management Company Limited

Change of bank account as detailed in the box below

Details of bank account

Account Name

Bank Name (a bank branch in Thailand only)

Type of account Current Saving Account No.

The request made herein shall included all unit held by me as of this present time as well as in the future until, and unless, a future request is made.

I confirm that I will abide by all the recommendations stated on the following page and hereby also agree that if I do not abide by those recommendations any inconveniences or any damages suffered by me, due to my failure to abide by the stated recommendations, will not be petitioned for from the Phatra Asset Management Company Limited

Signature Unitholder owner
(.....)

For the registrar use Only

The Rectifying Items of Unitholder in the Company/Mutual Fund's Unitholder Register has already been registered.

Recorder..... (.....) Date.....	Inspector..... (.....) Date.....	Authorized officer..... (.....) Date
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Attached documents/□ (Please see next)↘

Documents to be submitted for Request Form for a Change of Payment Conditions of Dividend/Other Cash Benefits. (All photocopies must be certified as genuine)

1. Identification documents of shareholder

❖ **For Individual Persons**

➤ **Thai Nationality**

1. A copy of I.D. card or a copy of government official I.D. card together with a copy of house registration With original signature. (The documents must not be expired)

➤ **Other Nationalities**

1. A copy of an alien identity card or a copy of passport with original signature. (The documents must not be expired)

❖ **For Juristic Persons**

➤ **Thai Nationality**

1. A copy of juristic person certificate issued by the Ministry of Commerce not exceeding 1 month with Signatures of authorized directors who represent the company.
2. A copy the I.D. card of an authorized director who represents the company with his/her original signatures.

➤ **Other Nationalities**

1. A copy of juristic person registration certificate and a juristic person authorization certificate issued by an Officer of juristic persons or by an authority from the country of origin with an original signature, name of an authorized person representing juristic persons, headquarters, location and authority of signatory.
 - (A) With an authorization of a notary public officer made in the country from which the above documentation was made.
 - (B) With an authorization of the Thai Embassy or Consulate of Thailand in the country from which the Signatory certificate and notary public stamp originated.
- All documentation above must have been certified within one year from the time when submitted to the registrar.
2. A copy of alien identity card or passport of an authority of juristic persons with an original signature.

❖ **Minor**

1. Minors of 15 years of age can proceed with the corrections and must attach a certified copy of his/her identification card.
2. Minors of less than 15 years of age must assign his/her parent (father and mother) or a legal guardian as signatory and Appropriately attach the following documents:
 - 2.1 Copy of birth certificate or house registration certificate, on which appears the name of the minor or a certified of minor's identification Card
 - 2.2 Copy of the identification card of the father and mother or legal guardian of the minor

*In any case where either a father or mother signs the document alone, evidence stating single parental power must be submitted.

* In any case where the guardian is not the father or mother of the minor, evidence stating legal guardianship must be submitted.

2. Required documents for a Change of Payment Conditions of Dividend must have the document mentioned in no. 1. Including the following documents

- 2.1 In case of changing of bank account attach the following:

Copy of the front page of a saving account passbook or a copy of a bank statement, which shows the name and bank Account number of the Unitholder.

(In any case when the payment of dividend to the shareholder's bank account cannot be processed, the registrar shall issue a dividend cheque and shall have it delivered to the shareholder.)

- 2.2 In case of changing profile attach the following

- 2.2.1 A copy of certified profile changing eg. married certificate, divorce certificate, certificate of changing name - surname

- 2.2.2 For client who has fund certificate, please return original fund certificate

Recommendations

1. Corrections will be effective when the registrar has received the documents not less than 5 working days prior to the book closing date or 5 working day after registrar receive request.
2. Mailing Address shall be your current contact address.
3. To inform the rectification of shareholder's information as Prefix, First Name, Last Name, Mailing Address, the condition of withholding tax, please contact your correspond broker/custodian.
4. If there is any mark/mistake/cancellation, Unitholder has to sign in those place.