



GDC Fund Management Ltd. 全球基金管理有限公司 (LL16701)

A fund management company licenced by Labuan Financial Services Authority (Licence No: FML/21/0056A)

Unit Level 7C, Main Office Tower, Financial Park Labuan, Jalan Merdeka,
Federal Territory of Labuan 87000, Malaysia.

Website: www.gdcfm.com Email: general@gdcfm.com

GDC Application Submission Checklist for _____

(individual's name)

Note: This checklist is to be completed by GDC Sales Personnel. Please tick in the appropriate check box. If the document is not relevant, please put "N/A" in the check box.

For New Individual Investor

	Check Box
i. One (1) copy of duly completed Account Opening Application Form -----	<input type="checkbox"/>
ii. One (1) photocopy of Employee Medical Card OR Letter of Appointment (For Staff ONLY) -----	<input type="checkbox"/>
iii. One (1) copy of duly completed GDC Transaction Form for Individual -----	<input type="checkbox"/>
iv. One (1) photocopy of NRIC (front & reverse) / Passport (for foreigner) -----	<input type="checkbox"/>
v. One (1) cheque OR photocopy / copy of the Pay-in Slip OR Telegraphic Transfer Advice -----	<input type="checkbox"/>
vi. A duly completed Investor Suitability Assessment & Risk Profiling Form from Investor -----	<input type="checkbox"/>
vii. For Joint Account - One (1) photocopy of joint holder NRIC (front & reverse) / Passport (for foreigner) -----	<input type="checkbox"/>

For Subsequent Investment

i. One (1) copy of duly completed GDC Transaction Form for Individual -----	<input type="checkbox"/>
ii. One (1) cheque OR photocopy / copy of the Pay-in Slip OR Telegraphic Transfer Advice -----	<input type="checkbox"/>

For Redemption of Investment

i. One (1) copy of duly completed GDC Transaction Form for Individual -----	<input type="checkbox"/>
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Note:

For Joint Account, form must be signed by the both (or more) based on the Signing Instruction in the GDC Account Opening Form.

For Cooling-off of Investment

i. One (1) copy of duly completed GDC Transaction Form for Individual -----	<input type="checkbox"/>
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Note:

For Joint Account, form must be signed by the both (or more) based on the Signing Instruction in the GDC Account Opening Form.

GDC Application Submission Checklist, *continued*

Note: This checklist is to be completed by GDC Sales Personnel. Please tick in the appropriate check box. If the document is not relevant, please put "N/A" in the check box.

For Switching of Investment

**Check
Box**

- i. One (1) copy of duly completed GDC Transaction Form for Individual -----

Note:

For Joint Account, form must be signed by the both (or more) based on the Signing Instruction in the GDC Account Opening Form.

For Transfer of Investment

- i. One (1) copy of Transfer Request Letter -----

Note:

a. For Joint Account, form must be signed by the both (or more) based on the Signing Instruction in the GDC Account Opening Form.

- ii. One (1) photocopy of NRIC of the Transferor / Transferee -----

- iii. One (1) photocopy of Marriage / Death Certificate -----

Reminder To The GDC Sales Personnel:

- i. A copy of the Master Prospectus or Information Memorandum **MUST** be given to the Investor(s) during presentation of investment by GDC Sales Personnel -----

- ii. All photocopy of NRIC/Birth Certificate/Passport **MUST** be 'Sighted' by GDC Sales Personnel -----

Note: For payment via cheque - Investor's name must be written on the reverse part of the cheque and payment via outstation cheque must include the bank's commission charges as part of the payment (charges differ from bank to bank).

For payment via TT, investor(s) will bear the bank's charges by the receiving/intermediary bank and ensure that the amount invested have accounted for these charges.

Prepared By: _____ Code: _____
(SP's Name)

Date: _____

Mobile No: _____

Email: _____

Checked By: _____
(Branch Support Personnel /
Customer Service Personnel)

Date: _____

Branch: _____ Code: _____
(Branch Name)

Date: _____