

# MASTER ACCOUNT OPENING FORM (INDIVIDUAL)

Account Number

## Application Guide

In accordance with the requirements of the Capital Markets and Services Act 2007 ("CMSA"), this application form should not be circulated unless accompanied by the relevant Prospectus(es) and its Supplemental Prospectus(es) (if any)/Information Memorandum(s) and its Supplemental Information Memorandum(s) (if any) collectively known as the Disclosure Documents. The Account Holder(s) should read and understand the content of the Disclosure Documents before completing this application form. All duly signed written instructions must reach the business office of Areca Capital Sdn. Bhd. ("ACSB") **before 2.30pm** for them to take effect on the same Business Day.

## Documentation Checklist:

To ensure successful processing of account opening application, please complete and provide the following documents:

### 1. Master Account Opening Form (Individual)

- Non-EPF
  EPF (Third-Party Funds)

### 2. Investor Suitability Assessment Form (Individual) - Controller\* of the Account Only

*\*The Controller refers to the individual on whom the account's risk profile and suitability assessment are based. This individual must be either the Principal Holder or Joint Holder of the account.*

### 3. Other Required Documentations

- Photocopy of NRIC/Passport/Other Identification Document (sighted original) for all Account Holder(s)

### 4. Investment Settlement Details

#### Collection Bank Account Details

Bank Name: Maybank Islamic Berhad

SWIFT Code: MBBEMYKL

#### Ringgit Denominated Funds

Account Name: Areca Capital Sdn. Bhd. - CTA

Account Number: 5140 1201 3980

#### Foreign Currency Denominated Funds

Account Name: Areca Capital Sdn. Bhd. - CTA

Account Number: 7642 7600 1098

- Online Transfer Receipt\*  
 Bank-in Receipt\*  
 (Please include a copy of the Bank-in Slip and Cheque image.)  
 Transfer-in  
 (Please include the Consent Letter and a copy of Statement of Unit Holdings from the Transferor.)

*\*Please indicate Principal Holder's Name and NRIC No. as reference.*

## NO CASH POLICY



### Note:

Areca Capital encourages electronic payment methods for greater efficiency, transparency and accountability.

In view of this, we have embarked on a no cash policy, where any form of cash payment, cash deposit and third-party payment is **STRICTLY NOT ALLOWED**.





## B. COMMON REPORTING STANDARD ("CRS") SELF-CERTIFICATION

### 1. TAX RESIDENCY INFORMATION

Please complete the country and the related Taxpayer Identification Number ("TIN") that the Principal Holder is a tax resident of.

#### Part I: Country/Jurisdiction of Residence Declaration

- Malaysia Tax Resident (not required to complete Part II)
  Malaysia and Non-Malaysia Tax Resident (please complete Part II)
- Non-Malaysia Tax Resident (please complete Part II)
  No tax account, please provide reason: \_\_\_\_\_

#### Part II: Non-Malaysia Taxpayer Identification Number Declaration

Please indicate all (not restricted to three) jurisdictions of residence. If space provided is insufficient, please furnish the additional information in a separate **CRS Self-Certification Form**.

No.	Country/Jurisdiction of Tax Residence	Tax Identification Number ("TIN") or Equivalent	If TIN is unavailable, please state the reason (A, B or C) where appropriate. If the reason is B, please explain why TIN is unavailable.
1			
2			
3			

Reason A - The country/jurisdiction where Account Holder is liable to pay tax does not issue TIN to its residents.

Reason B - The Account Holder is otherwise unable to obtain a TIN or equivalent number. Please specify the reason.

Reason C - No TIN is required. (Note: Only select this reason if the authorities of the country of residence for tax purposes do not require the TIN to be disclosed.)

1. Did you obtain residence rights under a CBI/RBI scheme? Yes  No

*\*If YES please answer Questions 2, 3, and 4 below. If NO then proceed to the next section.*

*\*Please refer to OECD's list of jurisdiction and CBI/RBI scheme.*

2. Do you hold residence rights in any other jurisdiction(s)? Yes  No
3. Have you spent more than **90 days** in any other jurisdiction in the past year? Yes  No
4. List all jurisdiction where you filed personal income tax returns last year: \_\_\_\_\_

#### Note:

OECD: Organisation for Economic Co-operation and Development.

CBI/RBI: Citizenship by Investment/ Residency by Investment

### 2. DECLARATION

I understand that the information supplied by me is subject to the Terms and Conditions governing the Account Holder's relationship with ACSB, setting out how ACSB may use and share the information supplied by me.

I acknowledge that the information contained in this form and information regarding the account may be provided directly or indirectly to any relevant tax authority, including the country/jurisdiction in which this/these account(s) is/are maintained and exchanged with tax authorities of another country/jurisdiction or countries/jurisdictions in which the Account Holder may be a resident for tax purposes pursuant to agreements between competent authorities to exchange financial account information.

I certify that the information provided is true, accurate and complete. I understand that if there is a change in circumstances that affects my tax residence or causes the information contained herein to become incorrect or incomplete, I am obligated to inform ACSB of the change in circumstances within 30 days of its occurrence and to provide a suitably updated **CRS Self-Certification Form**.

## C. ACCOUNT OPENING - JOINT HOLDER(S)

An account will be opened in the name of the person specified in **Section A** as the Principal Holder. If Joint Holder(s) is/are to be added in the account, kindly complete the following details of the Joint Holder(s). **The Principal Holder and the Joint Holder(s) will collectively be known as the Account Holder(s). All Joint Holder(s) is/are required to complete a separate Customer Information Form.**



### 3. CONSENT TO RECEIVE STATEMENTS, REPORTS AND OTHER COMMUNICATIONS VIA ELECTRONIC MEANS

I/We hereby agree and consent to ACSB sending statements, reports and other communications for my/our account with ACSB via electronic means. I/We understand and accept the risk associated with my/our request to have statements, reports and other communications sent via electronic means. I/We am/are responsible for maintaining the confidentiality of my/our account information and updating ACSB if there are any changes to my/our email address.

I/We do not wish to receive statements, reports and other communications via electronic means.

### 4. CONSENT TO TRANSACT VIA DIGITAL SUBMISSION

I/We hereby request ACSB to accept and act on any/all of my/our signed instructions via digital submission, including but not limited to WhatsApp messages, emails, or any other electronic means approved by ACSB, from time to time relating to the operations of the account including subsequent investments, switching of units, redemption, and remittances of funds/payments of money(s) out of the account. In consideration of ACSB agreeing to the above request, I/we acknowledge that I/we have read and understood the Terms and Conditions governing the account in **Section G** herein and hereby agree to be bound by the same. ACSB is authorised to act on any digital submission instructions which ACSB believes in good faith to have emanated from me/us and ACSB shall be entitled to presume the authenticity and authority of any digital submission instructions purportedly given on my/our behalf, provided such instructions appear to have been made in good faith. ACSB shall not be liable for executing any such instructions in reliance on this presumption, unless ACSB has reasonable grounds to suspect that the instructions were issued by unauthorised individuals. Any transactions made pursuant to digital submission instructions acted upon in good faith shall be binding me/us whether made with or without my/our authority, knowledge, or consent.

I/We do not wish to transact any signed instruction(s) via digital submission.

## E. INITIAL INVESTMENT

### 1. INVESTMENT TRANSACTION DETAILS

Fund Name	Currency	Gross Value	Entry Fee <sup>4</sup> (%) <i>[Exclusive of tax(es)<sup>5</sup>]</i>

<sup>4</sup> Entry Fee is also known as sales charge, upfront fee or front-end load.

<sup>5</sup> The Entry Fee is subject to applicable tax(es) (if any) at the standard rate currently imposed by the relevant Authority.

### 2. INVESTMENT SETTLEMENT DETAILS

Cheque      Drawee Bank: \_\_\_\_\_      Cheque No.: \_\_\_\_\_      Amount: \_\_\_\_\_

Fund Transfer      Bank Name: \_\_\_\_\_      Date & Time: \_\_\_\_\_      Amount: \_\_\_\_\_

Transfer-in: Please include the Consent Letter and a copy of Statement of Unit Holdings from the Transferor.



### 3. SOPHISTICATED INVESTOR DECLARATION (PRINCIPAL HOLDER)

I hereby declare and confirm that I am a Sophisticated Investor<sup>6</sup> and wish to invest into Wholesale Fund<sup>7</sup> as defined in the Guidelines on Categories of Sophisticated Investors (“Guidelines”) issued by the SC.

I am a Sophisticated Investor in reference to the code (Please refer to **Appendix B** at Page 14 for Code of Sophisticated Investor.):

For Joint Holder(s), please complete **Section D(2)** in **Customer Information Form (Individual)**.

<sup>6</sup> *Sophisticated Investor is defined in the Guidelines to mean any person who comes within any of the categories of investors set out in Part 1, Schedule 6 and 7 of the Capital Markets and Services Act 2007. Please refer to the Wholesale Fund’s Product Highlight Sheet/Information Memorandum definition of Sophisticated Investor.*

<sup>7</sup> *Wholesale Fund is defined in the Guidelines and only Sophisticated Investor may invest in a Wholesale Fund. This is also applicable to all Joint Holder(s).*

### 4. FOREIGN CURRENCY FUND DECLARATION

I/We wish to invest into foreign currency denominated Fund(s). I/We have read and fully understood, and will comply with the requirements of the Foreign Exchange Administration of the Bank Negara Malaysia (“BNM”), including but not limited to the rules in relation to Domestic Ringgit Borrowing<sup>8</sup> and/or other requirements of the BNM or any other relevant authorities from time to time.

<sup>8</sup> *Domestic Ringgit Borrowing is defined under the Notice 3: Investment in Foreign Currency Asset, issued by BNM.*

## G. ACCOUNT TERMS AND CONDITIONS

### 1. Rights of ACSB

- 1.1 The Terms and Conditions herein are not exhaustive and ACSB reserves the right to add, delete, vary or amend these Terms and Conditions at any time and from time to time at its sole and absolute discretion and the Account Holder(s) hereby agree to any such additions, deletions, variations or amendments to the Terms and Conditions. Where there are conflicting terms, the terms in ACSB's forms and/or Disclosure Documents shall prevail.
- 1.2 ACSB reserves the right to reject any application in whole or in part without assigning any reason. Rejected applicants will be notified and ACSB will refund the applicant's money (s), made payable to the applicant, within 7 days from the date of receipt of the duly completed form.
- 1.3 Account Holder(s) is/are informed and has/have expressly agreed to be serviced by any assigned employee of ACSB in addition to the servicing Unit Trust Scheme Consultant ("UTSC"), including but not limited to any appointed Unit Trust Management Company ("UTMC"), personnel, business partner and distributor of ACSB, only when such service is conducted together with any assigned employee of ACSB. In performing their role, information of the Account Holder(s), including profile, financial and investment records will be made available to assigned employees in addition to the servicing UTSC. Such information shall also be made available to ArecaCapital Trustees Berhad ("ACTB"), being a part of the ACSB group, for the purpose of estate planning and/or setting up of private trust only.
- 1.4 Authorised or assigned employees of ACSB including but not limited to any appointed UTMC, personnel, business partner and distributor of ACSB, must advise and inform Account Holder(s) of their capacity in providing service and general advice. Account Holder(s) is/are advised to make their independent decision, which includes the option to seek other professional advice. Account Holder(s) must be well informed on the above in order to continue the business relationship with ACSB.
- 1.5 For any enquiries on the services and the rights of ACSB, Account Holder(s) may email to invest@arecacapital.com or visit www.arecacapital.com.

### 2. Account Holder(s)

- 2.1 Principal Holder must be 18 years of age and above to execute and complete this **Master Account Opening Form**.
- 2.2 A Joint Holder may be a minor, in which case, a signature may not be required. Specimen signature is required upon Account Holder reaching 18 years of age.
- 2.3 In the case of death of a non-Muslim Account Holder for unit trust fund(s) managed and/or distributed by ACSB, the surviving Joint Holder(s) will be the only person(s) recognised by ACSB and/or the trustee of the respective unit trust fund(s) as having title, right or interest to and in the units held, except where the units are under the EPF Members Investment Scheme, have been collateralised or charged to any institution.
- 2.4 The Controller refers to the individual on whom the account's risk profile and suitability assessment are based. This individual must be either the Principal Holder or Joint Holder of the account.
- 2.5 The Account Holder is strongly encouraged to notify ACSB if there are any changes to his/her personal, financial, or health circumstances, as such information may influence the suitability of investment advice or recommendations. Any such information shall be reasonably assessed by ACSB and such information shall be treated in strict confidence and will only be used solely to facilitate the needs of the Account Holder. In the absence of such disclosure, ACSB shall not be liable for any loss, harm or decision made in reliance on assumption that the Account Holder is capable of making independent investment decisions. Please fill up a **Vulnerable Client Form** (if applicable).

### 3. Anti-Money Laundering Statement

- 3.1 The source of all funds paid by the Account Holder(s) to ACSB from time to time shall originate from the Account Holder(s)'s legitimate source, for example, legitimate business activity.
- 3.2 Account Holder(s) must provide all information and documents required and declare that all particulars given are true and complete to allow ACSB to verify the Account Holder(s)'s identity(ies).
- 3.3 ACSB shall not be held liable for the action or omission of the Account Holder(s)'s for any reason whatsoever and the Account Holder(s) agree(s) to indemnify(ies) ACSB from any losses whatsoever as a result or in connection with any delay or failure to process any application/transaction if such information and/or documents are not provided on time to ACSB.
- 3.4 ACSB reserves the following rights to reject:-
  - (a) any application if the Account Holder(s) is/are not able to prove the information and/or documents required; or
  - (b) if the Account Holder(s) is/are found to have breached or in compliance with the laws, regulations and rules on Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001 and 'Know Your Customer' policy of the ACSB; or
  - (c) any applicant that falls under high-risk category under the Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001 and 'Know Your Customer' policy of the ACSB.
- 3.5 ACSB shall notify any rejected applicant of such rejection in any manner deemed necessary by ACSB.

### 4. Personal Data Protection and Privacy Policy

- 4.1 The protection of personal data and privacy is an important concern to ACSB. Any personal data collected on this form will be treated in accordance with ACSB's Personal Data Protection and Privacy Policy ("PDPA Policy"). Kindly visit www.arecacapital.com to view the contents of the ACSB's PDPA Policy.
- 4.2 Account Holder(s) has/have ensured that they have read and understood the PDPA Policy and, where they have provided ACSB with the personal data of any other person, the said person has also read and understood the PDPA Policy. By executing this **Master Account Opening Form**, Account Holder(s) represent(s) that:
  - (a) they have read and understood the PDPA Policy and consent is given to ACSB to process their personal data; and
  - (b) where they have provided the personal data of any other person, the said person has read and understood the PDPA Policy and he/she consents to ACSB processing of his/her personal data.

### 5. Unit Trust Loan Financing Risk Disclosure Statement

- 5.1 Investing in a unit trust fund(s) with borrowed money is more risky than investing with Account Holder(s)'s own savings.
- 5.2 Account Holder(s) should assess if loan financing is suitable for the Account Holder(s), taking into consideration the Account Holder(s)'s investment objectives, attitude to risk and financial circumstances. Account Holder(s) should be aware of the risks, which would include the following:
  - (a) The higher the margin of financing (that is, the amount of money the Account Holder(s) borrow(s) for every ringgit of the Account Holder(s)'s own money which the Account Holder(s) put(s) in as deposit or down payment), the greater the loss or gain on the Account Holder(s)'s investment(s).
  - (b) The Account Holder(s) should assess whether the Account Holder(s) has/have the ability to service the repayments on the proposed loan. If the Account Holder(s)'s loan is a variable rate loan, and if interest rates rise, the Account Holder(s)'s total repayment amount will be increased.
  - (c) If unit prices fall beyond a certain level, the Account Holder(s) may be asked to provide additional acceptable collateral (where units are used as collateral) or pay additional amounts on top of the Account Holder(s)'s normal instalments. If the Account Holder(s) fail(s) to comply within the time prescribed, the Account Holder(s)'s units may be sold towards the settlement of the Account Holder(s)'s loan.
  - (d) Returns on unit trusts are not guaranteed and may not be earned evenly over time. This means that there may be some years where returns are high and other years where losses are experienced. Whether the Account Holder(s) eventually realise a gain or loss may be affected by the timing of the sale of the Account Holder(s)'s units. The value of units may fall just when the Account Holder(s) want(s) the money back, even though the investment may have done well in the past.
- 5.3 This brief statement cannot disclose all the risks and other aspects of loan financing. Account Holder(s) should therefore carefully study the Terms and Conditions before the Account Holder(s) decide(s) to take the loan. If Account Holder(s) is/are in doubt about any aspect of this risk disclosure statement or the terms of the loan financing, Account Holder(s) should consult the institution offering the loan.

### 6. Issuance of Official Receipt and Statement of Accounts

- 6.1 A confirmation note will be issued to the Principal Holder within 10 Business Days from the date of investment under normal circumstances.
- 6.2 Statement of Accounts detailing all active accounts will be issued to the Principal Holder periodically.

- 6.3 All items and balances shown in the confirmation notes and Statement of Accounts will be considered correct unless ACSB is notified in writing of any discrepancy within 14 days from the date of the confirmation notes and Statement of Accounts.
- 6.4 All notices, statements, vouchers, correspondence and other communications will be addressed to the Principal Holder only at the address herein.
- 7. Application and Remittance**
- 7.1 All instructions, investments and transactions will be carried out according to the instructions of the Account Holder(s) specified in **Section C(2)** of this **Master Account Opening Form** or any subsequent relevant forms duly received by ACSB. Transactions are subject to the availability of units in the relevant unit trust fund(s).
- 7.2 Payment may be made by telegraphic transfer, bank or online transfer, cheque or bank draft.
- 7.3 All cheques or bank drafts must be made payable to "Areca Capital Sdn. Bhd. - CTA" and crossed 'Account Payee Only'. A copy of the bank-in or transaction slip must be sent together with this **Master Account Opening Form** to ACSB.
- 7.4 For all modes of payment, please ensure that the Account Holder's name, account number (if known), contact number, and NRIC No. are written on the reverse side of the cheque, draft, bank-in slip, transaction slip or other banking evidence.
- 7.5 Cash payment, cash deposit and third-party payment are strictly not allowed.
- 7.6 Units will be priced based on the Net Asset Value ("NAV") calculated at the end of the Business Day upon receipt of the duly completed **Master Account Opening Form** before cut-off time. Units will be credited upon clearance of payment, after deduction of the necessary fees, charges, taxes and other deductions, where applicable.
- 7.7 Notwithstanding the above, for investment in money market funds, Account Holder(s) is required to ensure money is successfully remitted and cleared before submitting investment application to ACSB. ACSB reserves the right to reject or defer the application of investment if ACSB does not receive the full payment.
- 7.8 ACSB shall be entitled to rely upon the Account Holder(s)'s instructions stated herein to proceed with the application. It will be deemed irrevocable and the Account Holder(s) will not be able to cancel, stop or perform any changes to the application upon submission.
- 8. Foreign Currency Denominated Funds**
- 8.1 For unit trust fund(s) which are foreign currency denominated funds, ACSB shall only place booking when ACSB receives the money(s) deposited by the Account Holder(s). For payments made by cheques, or bank drafts, ACSB shall only place the booking when the cheque is cleared, not bounced or dishonoured.
- 8.2 Bank charges may apply to all transactions involving foreign currency transfers between separate banks.
- 9. Redemption of Units and Cooling-off**
- 9.1 Account Holder(s) may redeem units by filling up the relevant **Redemption Form** and forwarding the duly signed form to ACSB.
- 9.2 Units shall be redeemed based on the NAV calculated at the end of the Business Day upon receipt of a duly completed **Redemption Form**.
- 9.3 For partial redemption, the Account Holder(s) must leave a minimum balance of units required as stated in the respective unit trust fund(s)'s Disclosure Documents. In the event any request for partial redemption results in the Account Holder(s) holding less than the minimum balance of units required, ACSB reserves the right to fully redeem all the units held by the Account Holder(s).
- 9.4 To protect the interests of the Account Holder(s), ACSB is unable to make payments to third parties. Unless otherwise specified, all redeemed proceeds will be made to the Principal Holder only.
- 9.5 A cooling-off right is given to first-time investors of ACSB (investing for the first time in any unit trust fund(s) distributed and managed by ACSB). The cooling-off period given to the Account Holder(s) is six (6) Business Days commencing from the date of receipt of the investment application by ACSB. The refund for every unit held following a request by the Account Holder(s) pursuant to the exercise of a cooling-off right should be the sum of:-
- the NAV per unit at the point of exercise of the cooling-off right ("market price"), if the NAV per unit on the day the units were purchased ("original price") is higher than the market price; or
  - the original price, if the market price is higher than the original price; and
  - together with the charges imposed on the day the units were purchased.
- 9.6 A cooling-off right is not applicable to corporations or institutions, staff of ACSB and persons registered with a body approved by the SC to deal in unit trust fund(s).
- 9.7 No partial cooling-off is allowed.
- 9.8 Account Holder(s) may exercise their cooling-off rights by completing the relevant **Cooling-Off Form** and forwarding the duly signed form to ACSB.
- 9.9 The money(s) to be refunded to the Account Holder(s) pursuant to the exercise of a cooling-off right will only be paid after ACSB have received cleared funds for the original investments.
- 9.10 During the cooling-off period, Account Holder(s) may choose instead to:-
- redeem their units instead of exercising their right to cool-off. In this case, the redemption procedures as stated in the respective prospectus of the unit trust fund(s) will apply; or
  - switch of units where the proceeds to be received by the Account Holder(s) for the cooling-off request will be used to subscribe to a unit trust fund(s) as indicated by the Account Holder(s). In this case, the switching procedures as stated in the respective prospectus of the unit trust fund(s) will apply. Please also note that it is not certain whether the Account Holder(s) would be in a better or worse position if the Account Holder(s) switches to another unit trust fund(s).
- 9.11 ACSB shall be entitled to rely upon the Account Holder(s)'s instructions stated herein to proceed with the application. It will be deemed irrevocable and the Account Holder(s) will not be able to cancel, stop or perform any changes to the application upon submission.
- 10. Transfer**
- 10.1 Account Holder(s) may transfer any of their accounts with ACSB to any of their immediate family only (comprises spouse, parents, children and siblings), by filling up a **Transfer Form** and forwarding the duly signed form to ACSB. Please refer to **Section F(2)** of this **Master Account Opening Form** for suitability assessment requirements.
- 11. Switching of Units**
- 11.1 Account Holder(s) may switch investments in any unit trust fund(s) managed and/or distributed by ACSB by filling up the **Switch Form** and forwarding the duly signed form to ACSB.
- 11.2 If the switching is made to an initial/new unit trust fund(s), the gross amount must meet the minimum requirement of the new unit trust fund(s)'s initial investment amount as stated in the respective unit trust fund(s)'s Disclosure Documents. For partial switching, the Account Holder(s) must leave a minimum balance of units required to maintain the unit trust fund(s)'s account. In the event any request for partial switch results in the Account Holder(s) holding less than the minimum balance of units as stated in the respective unit trust fund(s)'s Disclosure Documents, ACSB reserves the right to fully switch all the units held by the Account Holder(s).
- 11.3 ACSB may charge a switching fee as disclosed in the Disclosure Documents of the respective unit trust fund(s).
- 11.4 Switching between UTMC is allowed only for Non-EPF investments.
- 11.5 Switch-sell and switch-buy transaction between different UTMC will be effected on different transaction day and hence different NAV of the respective unit trust fund(s) shall apply.
- 11.6 ACSB shall be entitled to rely upon the Account Holder(s)'s instructions stated herein to proceed with the application. It will be deemed irrevocable and Account Holder(s) will not be able to cancel, stop or perform any changes to the application upon submission.
- 11.7 ACSB shall be entitled to charge an entry fee for switching to another fund if no initial entry fee is charged.
- 12. Transfer-in**
- 12.1 Transfer-in of units from other platforms and/or UTMC to ACSB is only allowed when there is no change of Beneficial Owner including Joint Holder(s).
- 12.2 It may take approximately two weeks to complete the transfer-in process. The process may take longer as it is subject to the completeness of information/documents provided by Account Holder(s) and Transferor's confirmation.
- 13. Voting Rights of the Account Holder(s)**
- 13.1 Account Holder(s) investing in unit trust fund(s) under the nominee system is not recognised by the UTMC as a registered unit holder under the deed. Consequently, Account Holder(s) does not have all the rights ordinarily exercisable by a unit holder, including the following:

- (a) the right to have their particulars recorded in the register of unit holders of the unit trust fund(s); and
- (b) the right to call, attend and vote in any unit holders' meeting.

13.2 Please note that this will not be applicable to unit trust fund(s) managed by ACSB as the Account Holder(s) will be the registered unit holder.

#### 14. Income Distribution and Reinvestment Policies

14.1 Income distributions declared by the respective unit trust fund(s) distributed by ACSB shall be reinvested in new units of the same unit trust fund(s) except where reinvestment is not allowed.

#### 15. Fees, Charges and Expenses

15.1 The Account Holder(s) shall be responsible for the payment of any charges, fees, costs, expenses, taxes (if any) and other liabilities properly payable or incurred by ACSB and in holding or executing transaction in respect of any of the units. All fees/charges may be subject to tax or taxes which may be imposed by the relevant Authority from time to time.

#### 16. E-statements/Reports

16.1 The Account Holder(s) understand(s) and accept(s) the risks associated with the Account Holder(s)'s request to have their statements/reports sent via electronic means. Account Holder(s) may revoke their instruction to receive the e-statements/reports request at any time by submitting the relevant duly completed **Account Update Form** to ACSB.

16.2 Upon Account Holder(s)'s request to receive their statements, reports and other communications via electronic means ("e-report"), ACSB will not be sending paper-based ("hardcopy") statements/reports. However, printed copies of the Account Holder(s)'s statements and reports are available upon request.

## H. ARECA ONLINE TERMS AND CONDITIONS

### 1. Access and Login ID

- 1.1 Access will only be granted after it has been verified that the Authorised User(s) is/are authorised to access, view the information of the account(s) and perform transaction of the account(s) via online (if applicable). Authorised User(s) can only apply for access to account(s) where the Authorised User(s) is/are a Principal Holder and/or Joint Holder. Access to transact can only be granted to one Login ID per account.
- 1.2 Areca Online is meant for the Authorised User(s)'s personal use only. The Authorised User(s) shall not copy, duplicate, disseminate, publish, modify or in any way exploit any parts of Areca Online's features and information.
- 1.3 ACSB reserves the right to terminate any Login ID to disable the Authorised User(s)'s access to Areca Online and has the absolute discretion to suspend or cancel the Authorised User(s)'s access to Areca Online without giving any reason whatsoever at any time without prior notice. It is also ACSB's discretion to approve or reject any application to access Areca Online.
- 1.4 The Authorised User(s) will be able to access the account's investment information and/or transact (if applicable) with a Login ID and password.
- 1.5 Authorised User(s) is/are fully responsible for any online activities conducted using their Login ID and password and ACSB may rightfully assume that any person accessing Areca Online using the Authorised User(s)'s Login ID and password is/are the Authorised User(s).

### 2. Computer Misuse

2.1 The Authorised User(s) must not misuse Areca Online by knowingly introducing computer viruses or any other material(s) which is/are malicious or technologically harmful. The Authorised User(s) must not attempt to gain access to the Areca Online's server on which the Areca Online is stored or any servers, computers and databases connected to Areca Online.

### 3. Liability

- 3.1 Under no circumstances, including but not limited to negligence, shall ACSB, its directors, officers, employees, agents and representatives be liable for any direct, indirect, special, incidental or consequential damages whatsoever that result from the use of, or the inability to use, Areca Online.
- 3.2 ACSB does not guarantee that Areca Online can be accessed at all times or as indicated by ACSB. Areca Online may be temporarily unavailable or restricted for administrative or other reasons. If this happens, ACSB will endeavour to restore access to Areca Online as quickly as possible.
- 3.3 ACSB assumes no responsibility for the material(s) created or published by third parties that this website links to.
- 3.4 The contents of Areca Online are provided on an "as is" and "as available" basis without warranties of any kind, either expressed or implied, made in relation to the correctness, accuracy, timeliness or reliability of the content. ACSB can only take responsibility for the reliability of data and information that is within its control. ACSB is not responsible for the data and information entered by the Authorised User(s) or their UTSC. ACSB is not responsible for the accuracy or content of information or material which is provided to the Authorised User(s) and which the Authorised User(s) edit(s), amend(s), alter(s) and then provide(s) to any third party or provide in a different form from that of Areca Online.
- 3.5 The Authorised User(s) shall release, discharge and indemnify ACSB (including but not limited to its directors, officers, employees, agents and representatives) from and against liabilities suffered or incurred by the Authorised User(s) as a result of the use of Areca Online.
- 3.6 ACSB is not responsible for transmissions of any computer virus or other unwanted programs or information resulting from or associated with the Authorised User(s) use of Areca Online.

### 4. Risk Disclosure Statement for Online Unit Trust Investment Transactions

4.1 All online transactions may differ from investing with an UTSC. If the Authorised User(s) undertake(s) transactions on an electronic system, the Authorised User(s) may be exposed to risk associated with the system including the failure of hardware and software. The result of any system failure may be that the Authorised User(s)'s order is either not executed according to the Authorised User(s)'s instructions or not executed at all.

### 5. Changes to These Terms

- 5.1 ACSB reserves the right to make any changes to Areca Online Terms and Conditions at any time, including the introduction of new Terms and Conditions.
- 5.2 The Authorised User(s)'s continued use of Areca Online will constitute the Authorised User(s)'s acceptance of the amended Terms and Conditions.

## I. ACKNOWLEDGMENT BY ACCOUNT HOLDER(S)

Pursuant to the Guidelines on Conduct for Capital Market Intermediaries issued by the SC, I/we hereby confirm that the UTSC has done the following:

No.	Duties and Responsibilities	Yes ✓ / No X
1	Digital verification of UTSC.	
2	Distribute Product Highlight Sheet ("PHS") of the respective unit trust fund(s).	
3	Application form accompanied by Prospectus/Information Memorandum of respective unit trust fund(s).	
4	Conduct suitability assessment.	
5	Explain the nature and characteristics of the unit trust fund(s):	
	A) investment objectives	
	B) investment strategy	
	C) investment risk	
	D) distribution policy	
	E) fees, charges and expenses	
	F) tax implication ( <i>if any</i> )	
	G) cooling-off period ( <i>where applicable</i> )	
6	No cash policy.	
7	No cash rebate.	
8	No pre-sign form.	
9	No guarantee/forecasting of investment capital and/or returns.	

Scan here to verify UTSC



All Account Holder(s)'s Initial(s): \_\_\_\_\_

## J. SIGNATURE(S)

I/We hereby confirm, acknowledge and agree:-

- a) that I/we have read and fully understood the Terms and Conditions in this **Master Account Opening Form** accompanied by the relevant Disclosure Documents of the respective unit trust fund(s) and agree to be bound by them.
- b) that I/we am/are aware and agree of the fees and charges, including applicable tax(es) (if any) at the standard rate currently imposed by the relevant Authority that I/we will incur directly or indirectly when investing in the unit trust fund(s) in **Section E**.
- c) that my/our UTSC has done all their Duties & Responsibilities stated in **Section I**.
- d) that I/we have read the unit trust loan financing risk disclosure statement in **Section G**, Clause 5 and understood its contents and I/we have received a copy of the same (if applicable).
- e) that the payment is remitted from my/our own account.
- f) that the information provided above is accurate and complete and that I/we am/are the Account Holder(s) to the account. I/We agree to indemnify ACSB, its directors, officers, employees, agents and representatives against all actions, suits, proceedings, claims, damages and losses which may be suffered by ACSB as a result of any inaccuracy in the information provided herein.
- g) to undertake the responsibility to safeguard my/our Areca Online's Login ID and password, or other access codes provided by ACSB; ACSB may rightfully assume that any person accessing the account using my/our Login ID and password is either me/us or is so authorised to act for me/us. In this regard, I/we agree that no claims shall be made by me/us or on our behalf in respect of any losses suffered by me/us as a result of such authorised usage of my/our Login ID and password.
- h) that the signature(s) below shall be the specimen signature(s) for all communications, instructions and transactions requiring my/our signature(s).

**Please do not pre-sign or sign an incomplete form.**

Principal Holder

Name:

Date:

Joint Holder 1

Name:

Date:

Joint Holder 2

Name:

Date:

**FOR ARECA AUTHORISED UTSC USE ONLY**
**ARECA AUTHORISED UTSC DETAILS**

Signature:	Name:	FIMM Code:
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Declaration:

- I hereby confirm that I have sighted the original required documents (either NRIC or Passport) of the Account Holder(s) and I have satisfactorily completed the verification of the identity of the Account Holder(s) and the names, addresses, contact numbers, occupation and/or industry/business activity shown on this application correspond with my records, if applicable, the Sophisticated Investor criteria of the Account Holder(s) and agree to make such relevant documentation available to ACSB on request.
- I hereby confirm that I have witnessed the signature(s) of the Account Holder(s) and I confirm that the particulars of the Account Holder(s) stated herein to be true and correct.
- I hereby confirm and declare that all the information I have access to pursuant to my role as the UTSC shall be strictly for ACSB's use only and I undertake that I shall not under any circumstances use or utilise any part of the information I have access to in my professional capacity as UTSC for my personal use. I agree that ACSB reserves the right to pursue whatever remedies it deems fit and proper if I am discovered to have misused or abused any information I have access to pursuant to my role as the UTSC.
- I hereby confirm that I have exercised reasonable care, skill, and due diligence in providing all services and performing all duties including but not limited to managing affairs of the client(s) in accordance with the applicable regulatory guidelines, regardless of whether the client is identified, discloses, or is reasonably assessed as a Vulnerable Client or otherwise.

**MEETING NOTES**

Date:	Time:	Location:
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Other Information:

**OTHER SUPPORTING DOCUMENTS / CLIENT DUE DILIGENCE**

- CDD 1 - Compulsory.  
 CDD 3 - Enhanced due diligence e.g.: fund source, PEP, complex legal arrangement etc.  
 CDD 5 - Transaction review e.g.: transactions above threshold.

**FOR OFFICE USE BY ACSB**
**FOR AUTHORISED OFFICER USE ONLY**

Processed by:	Transaction Date:	Account Opening Approved by:
CRS: <input type="checkbox"/> Reportable <input type="checkbox"/> Non-Reportable	UTSC/Agent Code:	
Notes:		

**FOR OFFICE USE BY ACSB (ARECA ONLINE REGISTRATION)**

Login ID Assigned:	Processed by:	Verified by:
	Date:	Date:
Notes:	Notes:	Notes:

## APPENDIX A: CODE OF INDUSTRY/BUSINESS ACTIVITY

Code	Industry/Business Activity
1	Casino / Snooker Center / Internet Café Operator / Betting or Other Gambling Related Activities (H1)
2	Company with Nominee Shareholders / Complex Legal Arrangement (H2)
3	High Value Goods Dealer Such as Jewel, Gems, Precious Metal or Antique Dealers (H3)
4	Laundromat / Vending Machines Operator, Restaurant, Recycling Business and etc. (H4)
5	Money Lender / Money Changer / Remittance Agency / Pawn Shop / Debt Collection Related Operators (H5)
6	Night Club / Karaoke / Other Alcoholic Establishment and etc. (H6)
7	Offshore Corporation / Persons Located in Tax Haven Jurisdictions & Non Cooperative Countries by FATF (H7)
8	Trust / Nominees / Special Purpose Vehicles ("SPVs") (H8)
9	Weapons / Armament Related Business Such as Manufacturers, Dealer or Intermediaries (H9)
10	Others

## APPENDIX B: CODE OF SOPHISTICATED INVESTOR

Code	Definition of Accredited Investor
1	A licensed person or a registered person with SC.
2	A chief executive officer or a director of any person referred to in the Capital Markets and Services (Amendment of Schedules 5, 6 and 7) Order 2021.
Code	Definition of High-Net Worth Individual
3	An individual whose total net personal assets exceeding RM3 million or its equivalent in foreign currencies, provided that the net value of the primary residence of the individual contribute not more than RM1 million of the total net assets.
4	An individual whose total net joint assets with his or her spouse/child, exceeding RM3 million or its equivalent in foreign currencies, provided that the net value of the primary residence of the individual with his or her spouse/child contribute not more than RM1 million of the total net assets.
5	An individual who has a gross annual income exceeding RM300,000 or its equivalent in foreign currencies in the preceding twelve months.
6	An individual who jointly with his or her spouse or child, has a gross annual income exceeding RM400,000 or its equivalent in foreign currencies in the preceding twelve months.
7	An Individual whose total net personal investment portfolio or total net joint investment portfolio with his or her spouse/child, in any capital market products exceeding RM1 million or its equivalent in foreign currencies.
8	An individual who holds any of the following qualifications and has 5 consecutive years of relevant working experience in finance, economics, actuarial science or accounting: <ul style="list-style-type: none"> <li>(a) Bachelor's or Master's degree related to Finance, Economics or Actuarial Science</li> <li>(b) Bachelor's or Master's degree in Accounting</li> <li>(c) Master of Business Administration</li> </ul>
9	An individual who holds the following membership in the associations as set out below: <ul style="list-style-type: none"> <li>(a) Active Member of Chartered Financial Analyst (CFA) Institute</li> <li>(b) Chartered Banker of Asian Institute of Chartered Bankers (AICB)</li> <li>(c) Ordinary Member of Financial Markets Association Malaysia (FMAM)</li> <li>(d) Chartered Accountant, C.A(M) of Malaysian Institute of Accountants (MIA)</li> <li>(e) Ordinary Member of Malaysia Association of Tax Accountants (MATA)</li> <li>(f) Accredited Angel Investor of Malaysian Business Angel Network (MBAN)</li> <li>(g) Certified Member of Financial Planning Association of Malaysia (FPAM)</li> <li>(h) Ordinary Member of Malaysian Financial Planning Council (MFPC)</li> </ul>
10	An individual who has 5 consecutive years of working experience in a capital market intermediary relating to product development, corporate finance, deal advisory, investment management, sales and trading, investment research and advisory, financial analysis, or the provision of training in investment products.