

PROSPECTUS

Investasia Balanced Unit Fund

AN OPEN-END MUTUAL FUND SCHEME

Initial Size of Issue	BDT 500,000,000.00 (Fifty Crore Taka)
Number of Units	5,00,00,000 (Five Crore) units
Initial Offer Price	BDT 10.00 (Ten Taka) per unit
Sponsor's Contribution	BDT 50,000,000.00 (Five Crore Taka)
Initial Subscription	From July 03, 2023 to August 16, 2023
Initial Public Offering	BDT 450,000,000.00 (Forty Five Crore Taka)

Sponsor

Investasia Capital & Asset Management Limited.

Corporate Office:

Shareef Mansion (7th Floor),
56-57 Motijheel C/A,
Dhaka-1000, Bangladesh

Asset Management Company

Investasia Capital & Asset Management Limited.

Corporate Office:

Shareef Mansion (7th Floor),
56-57 Motijheel C/A,
Dhaka-1000, Bangladesh

Trustee

Sentinel Trustee and Custodial Services Limited

Corporate Office:

Skyview Henolux Center,
Office- C/1 Selina Parvin Road, 1st Floor,
3/1, Purana Paltan, Dhaka -1217, Bangladesh

Custodian

Sentinel Trustee and Custodial Services Limited

Corporate Office:

Skyview Henolux Center,
Office- C/1 Selina Parvin Road, 1st Floor,
3/1, Purana Paltan, Dhaka -1217,
Bangladesh

Table of Contents

Fund Directory	5
Definitions & Elaboration of Abbreviated Terms used in the Prospectus	6
Fund Highlights	8
ফান্ড হাইলাইটস্	9
RISK FACTORS	10
General Risk Factors:	10
CHAPTER 1: PRELIMINARY	11
1.1 Publication of Prospectus for Public Offering	11
1.2 Consent of the Bangladesh Securities and Exchange Commission	11
1.3 Listing of the Fund	11
1.4 Availability of Documents for Inspection	11
1.5 Conditions under Section 2CC of the Securities & Exchange Ordinance, 1969	11
1.6 General Information	15
1.7 Sale and Repurchase of Units	15
1.8 Systematic Investment Plan (SIP)	15
1.9 Declarations	17
1.10 Due Diligence	19
CHAPTER 2: BACKGROUND	23
2.1 Preamble to the formation of Investasia Balanced Unit Fund	23
2.2 Necessity of Investasia Balanced Unit Fund in the Context of the Current State of Affairs of the Capital Market of Bangladesh:	23
2.3 Advantages of investing in Investasia Balanced Unit Fund	23
CHAPTER 3: INVESTASIA BALANCED UNIT FUND	24
3.1 Formation of the Fund	24
3.2 Life of the Fund	24
3.3 Size, Face Value and Denomination	24
3.4 Investment Objective	25
3.5 Main feature of the Fund	25
3.6 Some important policies regarding investment and operation of the Fund	26
3.6.1 Investment Policy	26
3.6.2 Scope of Investments	26
3.6.3 Investment Parameters	26
3.6.4 Investment Restriction	27
3.6.5 Investment Approach & Risk Control	28

3.6.6	Valuation Policy & Method.....	28
3.7	Net Asset Value (NAV) Calculation	29
3.8	Accounting For NAV per Unit of the FUnd & Fair Valuation of Financial Intstruments.....	30
3.9	Accounting & Reporting for Provision for Diminution (or Appreciation) in Fair Value of Investments in Financial Assets	31
3.10	Dividend Policy.....	32
3.11	Distribution Of Dividend.....	33
3.12	Reserve for revaluation of Investment.....	33
3.13	Expenses of the Fund.....	34
3.14	Classification of Earnings,Income & Expenses.....	34
3.15	Limitation of expenses.....	34
3.16	Borrowing Policy.....	35
3.17	Issue of Units Certificates.....	35
3.18	Surrender & Transfer of the unit certificates.....	36
3.19	Determination of Unit Selling Price & Repurchase Price.....	36
3.20	Winding Up of the Fund.....	36
3.20.1	Procedure of Winding Up.....	36
3.20.2	Manner of Winding up.....	37
3.20.3	Effect of Winging up.....	37
CHAPTER 4: FORMATION, MANAGEMENT AND ADMINISTRATION		37
4.1	Sponsor of the FUnd.....	37
4.2	Trustee of the Fund.....	38
4.3	Cusotdian of the Fund.....	38
4.4	Asset Manager of the Fund.....	38
4.5	ICAML Approach to Fund Management: Highly Process-Driven Investment Approach.....	39
4.6	Auditor of the fund.....	40
CHAPTER 5: FEES & EXPENSES		40
5.1	Issue & Formation Expenses	40
5.2	Management Fee	41
5.3	Trustee Fee.....	41
5.4	Custodian fee	41
5.5	CDBL Fee	41

5.6	Fund Registration & Annual Fee	41
5.7	Audit fee	42
5.8	Commission Payable to Selling agent(s).....	42
5.9	Amortization of Issue & Formation Expenses.....	42
5.10	Operational Expenses.....	42
5.11	Periodical Discloaures.....	42
CHAPTER 6: SIZE OF THE FUND, TAX AND RIGHTS OF UNIT HOLDERS.....		43
6.1	Size of Issue	43
6.2	Sponsor's Subscription	44
6.3	Tax.....	44
6.4	Rights of the Unit holders.....	44
CHAPTER 7: UNITS SUBSCRIPTION		45
Terms and Conditions of Unit Subscription		45
CHAPTER 8: SALES AGENT, BANKER & FORM		46
8.1	Name of the Sales Agents	46
8.2	Details of the Sales Agents.....	46
8.3	Banker	46
8.4	Forms	46

Fund Directory

Sponsor	Investasia Capital & Asset Management Limited Shareef Mansion (7th Floor), 56-57, Motijheel, C/A, Dhaka-1000, Bangladesh Tel: +8809678367367
Trustee	Sentinel Trustee and Custodial Services Limited Skyview Henolux Center, Office- C/1 Selina Parvin Road, 1st Floor, 3/1, Purana Paltan, Dhaka -1217, Bangladesh. Tel: +8802-9330481
Custodian	Sentinel Trustee and Custodial Services Limited Skyview Henolux Center, Office- C/1 Selina Parvin Road, 1st Floor, 3/1, Purana Paltan, Dhaka -1217, Bangladesh. Tel: +8802-9330481
Auditor	Kazi Zahir Khan & Co Shamsunnahar & Wazi Complex 8th floor, Suit: 9B, 31/C/1 Topkhana Road Segunbagicha Dhaka-1000, Tel: +8802-57160824
Banker	ONE Bank Limited Banani -11 Branch, Abedin Tower 35, Kemal Ataturk Avenue, Banani C/A. Dhaka-1213
Investor Relation Office	Investasia Capital & Asset Management Limited Shareef Mansion (7th Floor), 56-57 Motijheel, C/A, Dhaka-1000, Bangladesh Tel: +8809678367367
Selling Agent	Investasia Capital & Asset Management Limited Shareef Mansion (7th Floor), 56-57 Motijheel, C/A, Dhaka-1000, Bangladesh Tel: +8809678367367

Definitions and Elaborations of Abbreviated Terms used in the Prospectus

বিধিমালা / Rule	:	সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১
Act	:	সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন আইন, ১৯৯৩
Allotment	:	Letter / Certificate of allotment for units
Asset Manager/Asset Management Company/Fund Manager/Investment Manager/AMC	:	The Asset Management Company (AMC) refers to “Investasia Capital & Asset Management Ltd.”
Application Form	:	An application form meant to be used by an investor to purchase units of the Scheme
BB	:	Bangladesh Bank
BDT	:	Bangladeshi Taka
BEFTN	:	Bangladesh Electronic Fund Transfer Network
STCSL	:	Sentinel Trustee and Custodial Services Ltd.
BO A/C	:	Beneficial Owner Account or Depository Account
BSEC / Commission	:	Bangladesh Securities & Exchange Commission
Business Day	:	A day not being: 1) A weekend; 2) A day on which the stock exchanges are closed; 3) A day on which purchase and Surrender of units is suspended or a book closure period/record date announced by the Trustee/AMC; or 4) A day on which normal business cannot be transacted due to unavoidable circumstances or such other events as the AMC may specify from time to time; 5) A day on which banks are closed.
CAGR	:	Compound Annual Growth Rate
CDBL	:	Central Depository Bangladesh Ltd.
CEO/MD	:	Chief Executive Officer/Managing Director
Cheque	:	All payment instruments (Cheque / Pay Order / Demand Draft / Other Banking Instrument) should be MICR (Magnetic Ink Character Recognition) coded as per the Bangladesh Bank Rules
CIP	:	Cumulative Investment Plan
Companies Act	:	কোম্পানি আইন, ১৯৯৪
Confirmation of Unit Allocation	:	Letter confirming allocation of units
CSE	:	Chittagong Stock Exchange Ltd.
Custodian	:	Sentinel Trustee and Custodial Services
Dividend	:	Income distributed by the Fund, when/where applicable
DSE	:	Dhaka Stock Exchange Ltd.
Effective Date	:	The date of registration of the Trust Deed
EPU	:	Earnings Per Unit
FIS	:	Fixed Income Securities
Fund / Scheme	:	Investasia Balanced Unit Fund

Government	:	The Government of the People's Republic of Bangladesh
IDRA	:	Insurance Development & Regulatory Authority
IPO	:	Initial Public Offering
Mutual Fund/The Fund/Unit Fund/Open End Mutual Fund	:	Investasia Balanced Unit Fund
NAV	:	Net Asset Value
NBFI	:	Non-Banking Financial Institution
NBR	:	National Board of Revenue
Non-Resident Bangladeshi/NRB	:	Non-resident Bangladeshi (NRB) means Bangladeshi citizens staying abroad including all those who have dual citizenship provided they have a valid Bangladeshi passport or those, whose foreign passport bear a stamp from the concerned Bangladesh Embassy /High Commission to the effect that "no visa is required to travel to Bangladesh"
Our Document	:	This document issued by Investasia Balanced Unit Fund, offering Units of the Fund for subscription. Any modifications to the offer document will be made by way of an addendum which will be attached to offer document. On issuance of any such addendum, prior approval from BSEC is required and offer document will be deemed to be updated by the addendum.
Offering price	:	Price of the units of the Fund being offered.
Ongoing Our Period	:	Offer of Units of the Fund after the closure of the initial offer period
Prospectus	:	The advertisements or other documents (approved by the BSEC) which contain the investment and all other information in respect of the Mutual Fund, as required by the বিধিমালা and is circulated to invite the public to invest in the Mutual Fund.
Purchase/Subscription	:	Subscription to/purchase of units of the Fund.
Purchase Price	:	The price, calculated in the manner provided in this offer document, at which the units can be purchased.
Reinvestment	:	Distribution of profit by issuing units based on most recent NAV of the Mutual Fund
Repurchase / Surrender	:	Repurchase of units by the Fund from a unit-holder
Repurchase / Surrender Price	:	Price at which the Units can be purchased/ surrendered and calculated in the manner provided in this offer document prescribed by the rules and its amendment.
Sales Agent/Selling Agent/Point of Sales	:	AMC designated official points for accepting transaction / service requests from the investors.
SME	:	Small & Medium Enterprise.
Sponsor	:	Investasia Capital & Asset management Limited.
Trustee	:	Sentinel Trustee and Custodial Services Ltd. (STCSL)..
Unit	:	One undivided share of the Mutual Fund.
Unit Certificate / Certificate	:	Unit Certificate of the Fund in dematerialized form under CDBL
Unit Holder	:	A person (single / joint) or institution holding units of Investasia Balanced Unit Fund offered under this offer document.

Fund Highlights

Name of the Fund	Investasia Balanced Unit Fund
Type	Open-End Mutual Fund
Life and Size	Perpetual life and unlimited size
Investment Objective	To generate return through investments mostly in a range of fixed income securities; predominantly in government securities as well as investment grade corporate bonds and money market instruments while maintaining the optimum balance of yield, safety and liquidity.
Sponsor	Investasia Capital & Asset Management Ltd.
Asset Manager	Investasia Capital & Asset Management Ltd.
Trustee	Sentinel Trustee and Custodial Services Ltd. (STCSL)
Custodian	Sentinel Trustee and Custodial Services Ltd. (STCSL)
Initial Size of the Fund	BDT 500,000,000.00 (Fifty Crore Taka) divided in to 50,000,000 (Five Crore) Units of BDT 10.00 (Ten Taka) each.
Face Value	BDT 10.00 (Ten Taka) per unit
Minimum Application Amount	500 units equivalent to BDT 5,000 (during public subscription) for individuals 5,000 to BDT 50,000 (during public subscription) for institutions (Not applicable for SIP Investors)
Transparency / NAV Disclosure	NAV, Purchase Price and Surrender Price will be disclosed on weekly basis and will be published on website, notice board of the AMC and one national daily newspaper as per prescribed rule.
Target Group	All eligible investors including individuals—both resident and non-resident, institutions—both local and foreign, mutual funds and Collective Investment Schemes are eligible to subscribe the units of the Fund.
Dividend	The Fund shall in general maintain a NO dividend policy. The Fund aims to balance three goals of the Investasia Balanced Unit Fund: (1) to achieve long-term growth through capital appreciation of its equity portfolio, (2) to generate steady returns from the fixed income and high dividend paying stocks in its portfolio; (3) to maximize returns for its investors through tax efficient policy. To balance all three objectives, the Fund shall provide no annual dividends but shall allow investors to cash-in returns as needed by providing daily redemption.
Dividend Distribution	The dividend warrant will be distributed within 45 (forty-five) days from the date of declaration.
Transferability	The Units of the Fund are transferable by way of inheritance/gift and /orby specific operation of the law
Liquidity	The Unit holders can surrender and encash their units to the Asset Manager and through the selling agents appointed by the Asset Manager during the business hours as specified by the Asset Management Company.
Systematic Investment Plan (SIP)	Systematic Investment Plan or SIP allows investor to invest a certain pre-determined amount at a regular interval (monthly, quarterly, yearly etc.). ASIP is a planned approach towards investments and helps to inculcate the habit of saving and building wealth for the future. Investor can start SIP with a very small amount.
Reports and Accounts	Every Unit holder is entitled to receive annual report along with the quarterly, half-yearly, annual financial statements and portfolio statements as and when published in the official web site of the Asset Manager.
Tax Benefit	Income from the Mutual Fund up to BDT 25,000.00 is exempted from tax according to the 6th Schedule, Part A under Income Tax Ordinance, 1984.
Allowable/Eligible Investment	Investment in the Mutual Fund will qualify for investment tax credit according to the Section 44(2) under Income Tax Ordinance, 1984.

ফান্ড হাইলাইটস্

নাম	ইনভেস্টএশিয়া ব্যালান্সড ইউনিট ফান্ড
প্রকৃতি	বে-মেয়াদী মিউচুয়াল ফান্ড
ফান্ড এর মেয়াদ এবং আকার	অসীম এবং বে-মেয়াদী
বিনিয়োগের উদ্দেশ্য	বেশিরভাগ ক্ষেত্রেই বিনিয়োগের মাধ্যমে রিটার্ন জেনারেট করা নির্দিষ্ট উপার্জনের নিরাপত্তা; প্রধানত সরকারী সিকিউরিটিজে সেইসাথে বিনিয়োগ গ্রোড কর্পোরেট বন্ড এবং মানি মার্কেট ফলনের সর্বোত্তম ভারসাম্য বজায় রাখার সময় উপকরণ, নিরাপত্তা এবং তারল্য।
উদ্যোক্তা	ইনভেস্টএশিয়া ক্যাপিটাল এন্ড এ্যাসেট ম্যানেজমেন্ট লিমিটেড
সম্পদ ব্যবস্থাপক	ইনভেস্টএশিয়া ক্যাপিটাল এন্ড এ্যাসেট ম্যানেজমেন্ট লিমিটেড
ট্রাস্টি	সেন্ডিনাল ট্রাস্টি এন্ড কাস্টডিয়াল সার্ভিসেস লিমিটেড
হেফাজতকারী	সেন্ডিনাল ট্রাস্টি এন্ড কাস্টডিয়াল সার্ভিসেস লিমিটেড
ফান্ডের প্রাথমিক আকার	৳ ৫০০,০০০,০০০ /- (পঞ্চাশ কোটি মাত্র) যা প্রতিটি ৳ ১০/- (দশ টাকা মাত্র) অভিহিত মূল্যে ও ৫০,০০০,০০০ (পাঁচ কোটি) ইউনিটে বিভক্ত
অভিহিত মূল্য	৳ ১০/- (দশ টাকা মাত্র) প্রতি ইউনিট
ন্যূনতম আবেদন মূল্য	ব্যক্তি বিনিয়োগকারীগণের জন্য প্রতি আবেদনে ৫০০ ইউনিট (প্রাথমিকগণ প্রস্তাবের সময়ে) ৳ ৫,০০০/- (পাঁচ হাজার টাকা মাত্র) এর সমতুল্য; প্রাতিষ্ঠানিক বিনিয়োগকারীগণের জন্য প্রতি আবেদনে ৫,০০০ ইউনিট (প্রাথমিক গণপ্রস্তাবের সময়ে) ৳ ৫০,০০০/- (পঞ্চাশ হাজার টাকা মাত্র) এর সমতুল্য। (নিয়মিত বিনিয়োগ পরিকল্পনা বা SIP বিনিয়োগকারীদেরও জন্য ইহা প্রযোজ্য নয়)
স্বচ্ছতা / NAV প্রকাশ	ফান্ডের সাপ্তাহিক নেট অ্যাসেট ভ্যালু (NAV), ক্রয় ও বিক্রয়/ সমর্পনমূল্য অ্যাসেট ম্যানেজমেন্ট কোম্পানির ওয়েবসাইট, নোটিসবোর্ড এবং একটি জাতীয় দৈনিক পত্রিকায় প্রকাশ করা হবে
উদ্দিষ্ট বিনিয়োগকারীগণ	নিবাসী ও অনিবাসী ব্যক্তিগণ, দেশী ও বিদেশী প্রতিষ্ঠানসমূহ, নিবন্ধিত মিউচুয়াল ফান্ডসমূহ এবং সামষ্টিক বিনিয়োগ ক্ষমসমূহ ফান্ডে বিনিয়োগ করতে পারবে
লভ্যাংশ	তহবিল সাধারণভাবে কোনো লভ্যাংশ না দেবার নীতি বজায় রাখবে। তহবিলের লক্ষ্য হল ইনভেস্টএশিয়া ব্যালান্সড ইউনিট ফান্ডের তিনটি লক্ষ্যে ভারসাম্য বজায় রাখা: (১) এর ইকুইটি পোর্টফোলিওর মূলধন বৃদ্ধির মাধ্যমে দীর্ঘমেয়াদী প্রবৃদ্ধি অর্জন করা, (২) এর পোর্টফোলিওতে স্থির আয় এবং উচ্চ লভ্যাংশ প্রদানকারী স্টক থেকে স্থিতিশীল রিটার্ন জেনারেট করা। ; (৩) ট্যাক্স দক্ষ নীতির মাধ্যমে এর বিনিয়োগকারীদের জন্য সর্বাধিক রিটার্নের জন্য। তিনটি উদ্দেশ্যের ভারসাম্য বজায় রাখার জন্য, তহবিল কোনো বার্ষিক লভ্যাংশ প্রদান করবে না কিন্তু বিনিয়োগকারীদের দৈনিক রিডেম্পশন প্রদানের মাধ্যমে প্রয়োজন অনুযায়ী নগদ-ইন রিটার্নের অনুমতি দেবে।
লভ্যাংশ বিতরণ	লভ্যাংশ ঘোষণার তারিখ থেকে ৪৫ (পঁয়তাল্লিশ) দিনের মধ্যে তা বিতরণ করা হবে
হস্তান্তর যোগ্যতা	ফান্ডের প্রতিটি ইউনিট উত্তরাধিকার/ উপহার এবং আইনের নির্দিষ্ট বিধিবিধান অনুযায়ী হস্তান্তরযোগ্য
নগদীকরণ	ফান্ডের ইউনিট সম্পদ ব্যবস্থাপক এবং সম্পদ ব্যবস্থাপক কর্তৃক নিয়োগকৃত বিক্রয় প্রতিনিধির নিকট নির্ধারিত অফিস সময়ে সমর্পন এবং নগদায়ন করা যাবে
নিয়মিত বিনিয়োগ পরিকল্পনা	নিয়মিত বিনিয়োগ পরিকল্পনা/ এসআইপি (SIP) এর মাধ্যমে বিনিয়োগকারীগণ নির্দিষ্ট সময় অন্তর (মাসিক, ত্রৈমাসিক, বাৎসরিক প্রভৃতি) পূর্বনির্ধারিত পরিমাণ অর্থ বিনিয়োগ করতে পারবেন। ভবিষ্যৎ সঞ্চয় ও সম্পদ গড়ার লক্ষ্যে এবং বিনিয়োগের জন্য নিয়মিত বিনিয়োগ পরিকল্পনা একটি পরিকল্পিত মাধ্যম। বিনিয়োগকারীগণ স্বল্প পরিমাণ অর্থ বিনিয়োগ করলেও এসআইপি (SIP) শুরু করতে পারেন
হিসাবরক্ষণ ও প্রতিবেদন	ফান্ডের সকল ইউনিটধারী ফান্ডের বাৎসরিক, অর্ধ-বার্ষিকী এবং ত্রৈমাসিক হিসাব বিবরণীসহ নিরীক্ষিত বার্ষিক প্রতিবেদন পাওয়ার অধিকার রাখেন, যা সম্পদ ব্যবস্থাপকের অফিসিয়াল ওয়েবসাইট এ প্রকাশিত হবে
কর সুবিধা	Income Tax Ordinance, 1984 এর ষষ্ঠ তফসিল এর Part-A অনুযায়ী মিউচুয়াল ফান্ড বা ইউনিট ফান্ড হতে ২৫,০০০/- টাকা (পঁচিশ হাজার) পর্যন্ত প্রাপ্ত আয়করের আওতামুক্ত থাকবে
কর রেয়াতজনিত সুবিধা	মিউচুয়াল ফান্ড-এ বিনিয়োগ Income Tax Ordinance, 1984 এর ৪৪(২) ধারা অনুযায়ী বিনিয়োগজনিত কর রেয়াত সুবিধা পেয়ে থাকবে

RISK FACTORS

Investors should know that Investasia Balanced Unit Fund is not a guaranteed or assured return scheme and the past performance of the Sponsor and their affiliates / AMC does not guarantee future performance of the Scheme. The name of the Scheme does not in any manner indicate either the quality of the Scheme or its future prospects and returns. Investing in the Investasia Balanced Unit Fund involves some general risks and some scheme specific risks that investors should carefully consider before investing in the Fund.

General Risk Factors:

- I. Due to the fluctuation of the price/ value/ Interest rates of the securities in which Scheme invests, the value of investment in the Scheme may go up or down depending on the various factors and forces affecting the economy, capital markets and money markets.
- II. Government policy and tax laws may change, affecting the return on investments of the fund, which may eventually affect the NAV and return of the Units.
- III. Large number of redemption requests, may lead to an asset-liability mismatch and therefore may require the investment manager to make a quick sale of the securities leading to realignment of the portfolio and consequently resulting in investment in lower yield instruments.
- IV. Delays or other problems in settlement of transactions could result in temporary periods when the assets of the Scheme remain idle and no return is earned there on. The inability of the Scheme to make intended securities purchases and sales, due to settlement problems, could cause the Scheme to miss certain investment opportunities.

THE MUTUAL FUND IS NOT GUARANTEEING OR ASSURING ANY RETURNS

CHAPTER 1: PRELIMINARY

1.1 Publication of Prospectus for Public Offering

Investasia Capital & Asset Management Ltd. has received the Asset Management license from the Bangladesh Securities & Exchange Commission under Bangladesh Securities & Exchange Commission Act, 1993 and সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১ made there under and also received consent for issuing prospectus for public offering. A complete copy of the prospectus of the public offering is available for public inspection at Shareef Mansion (7th Floor), 56-57, Motijheel C/A, Dhaka-1000, Bangladesh, (Corporate Office of Investasia Capital & Asset Management Ltd.) the asset manager of the Investasia Balanced Unit Fund, hereinafter referred to as the Fund.

1.2 Consent of the Bangladesh Securities and Exchange Commission

“APPROVAL OF THE BANGLADESH SECURITIES AND EXCHANGE COMMISSION HAS BEEN OBTAINED TO THE ISSUE/ OFFER OF THE FUND UNDER THE SECURITIES AND EXCHANGE ORDINANCE, 1969 AND THE সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন মিউচুয়াল ফান্ড) বিধিমালা, ২০০১. IT MUST BE DISTINCTLY UNDERSTOOD THAT IN GIVING THIS APPROVAL, THE COMMISSION DOES NOT TAKE ANY RESPONSIBILITY FOR THE FINANCIAL SOUNDNESS OF THE FUND, ANY OF ITS SCHEMES OR THE ISSUE PRICE OF ITS UNITS OR FOR THE CORRECTNESS OF ANY OF THE STATEMENTS MADE OR OPINION EXPRESSED WITH REGARD TO THEM. SUCH RESPONSIBILITY LIES WITH THE ASSET MANAGER, TRUSTEE, SPONSOR AND/ OR CUSTODIAN.”

1.3 Listing of the Fund

The Fund, being an open-end one, will not be listed with any stock exchange of the country. Hence the units of the Fund will not be traded in the stock exchanges unless otherwise BSEC and Stock Exchanges make arrangement in future. In that case, public communication will be made as per BSEC's approval.

The securities will be kept in dematerialized form in Central Depository Bangladesh Limited (CDBL) to facilitate the holding and transfer of the units of the Fund. Units will always be available for sale and surrender/ repurchase except on the last working day of every week and during book closure period/ record date of the Fund at the corporate office of Investasia Capital & Asset Management Ltd. and the authorized selling agents. Investasia Capital & Asset Management Ltd. shall disclose selling price and surrender value /repurchase price of units at the beginning of business operation on the first working day of every week as per বিধিমালা.

1.4 Availability of Documents for Inspection

- I. Copy of this prospectus will be available at the registered office of the Asset Manager and offices of the authorized selling agents of the Fund. This prospectus will also be available at the web site of Bangladesh Securities and Exchange Commission (www.sec.gov.bd) & Investasia Capital & Asset Management Ltd. (www.investasiabd.com);
- II. Copy of the Trust Deed will be available for public inspection during business hours at the office of the asset manager of the Fund; the document may also be viewed on the web site of Investasia Capital & Asset Management Ltd. One will be able to purchase a copy of the trust deed by paying the price as determined by the Asset Manager.

1.5 Conditions under Section 2CC of the Securities & Exchange Ordinance, 1969

Part-A

- I. The Fund shall not account for any upward revaluation of its assets creating reserve

without clearance from the Bangladesh Securities and Exchange Commission;

- II. The Fund shall not be involved in option trading, short selling or carry forward transaction;
- III. Initially a Confirmation of Unit allocation shall be issued at par value of Tk. 10.00 (Ten Taka) each within 90 (ninety) days from the date of sale of such Units. All units of the Fund shall be issued in dematerialized form;
- IV. Money receipt/ acknowledgement slip issued at the time of sale of units will be treated as allotment letter, which shall not be redeemable/transferable;
- V. A duly audited annual financial statements including the statement of financial position, statement of portfolio or lost and other comprehensive income, statement of cash flows, statement of charges in unit holder's equity and accompanying accounting policies and notes to the financial statements of the Fund and for each scheme of the Fund, once a year, shall be submitted to the Commission, Trustee and Custodian within 03 (three) Months from the end of the financial year;
- VI. A half-yearly financial statements shall be submitted to the Commission and published in at least one national daily newspaper within 30 (thirty) days from the end of the period;
- VII. A quarterly un-audited financial statement shall be submitted to the Commission and published on its website within 30 (thirty) days of the end of the quarter of the financial year;
- VIII. A monthly statement of portfolios, including changes therein from the previous period shall be submitted to the Commission within 7 (seven) days from the end of each month;
- IX. The Fund shall, before expiry of 07(seven) days from the end of each month, disclose for all unit holders a complete statement of portfolios of the Fund or scheme of the Fund, in the prescribed form and shall upload the same on the website;
- X. The Fund shall published a monthly statement to the Commission, within 07 (seven) days from the end of the month, reporting new units sold, capital fund received, units repurchased and capital redeemed for every business day of the month;
- XI. The Asset Management Company shall calculated the Net Asset Value (NAV) per unit on last working day of every week as per formula prescribed in the বিধিমালা;
- XII. The Asset Management Company shall disclose the sales price and surrender value per unit calculated on the basis of NAV in a manner that all possible investors may be notified. The sale and repurchase/ surrender price of Units will be determined by the Asset Management Company based on NAV at fair value. The difference between sale price and repurchase/ surrender price shall not exceed 1% of the NAV per unit at fair value of the mutual fund;
- XIII. The redemption shall be made on first come first serve basis. In the event the redemption request on a particular day exceeds 5% of the total unit outstanding of the fund, the Asset Management Company may defer, if required, the redemption request over 5% for a maximum period of 03 (three) working day.
- XIV. The script wise detail portfolio statement consisting of all securities holdings of the Fund shall be disclosed in the website of the AMC and will be sent to Unit holders on quarterly basis within 30 (thirty) days of each quarter end;
- XV. BSEC may appoint auditors for special audit / investigation on the affairs of the Fund, if it so desires;
- XVI. The Fund shall maintain separate bank account(s) to keep the sale proceeds of units and to meet up day-to-day transaction including payment against repurchase of units. All transactions of the account shall be made through banking channel and shall be properly documented;
- XVII. The prospectus/abridged version of the prospectus shall be published in one of the widely circulated Bengali national daily newspapers. Provided that information relating to publication of the prospectus be published in two (2) national daily newspapers (Bengali

and English) and one online newspaper;

- XXVIII. If abridged version of the prospectus is published in the newspaper, complete prospectus shall be made available to the applicants;
- XIX. Initial target size of the Fund shall be TK. 50.00 (Fifty) crore. The Sponsor shall hold at least 10 (Ten) percent of the initial target size and shall disclose Sponsor's amount in the offer document/published prospectus. The size of the fund may be increased from time to time by the AMC subject to approval of the Trustee and with intimation to the Commission;
- XX. If the Asset manager fails to collect the minimum 40% of the initial target amount under বিধি ৪৬ of the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১, shall refund the subscription money within 30 (thirty) days without any deduction. In case of failure, the Asset Manager will refund the same with an interest @ 18 (eighteen) percent per annum from its own account within the next month;
- XXI. On the achievement of 40% of the initial target amount, the fund will be allowed to transfer the money from Escrow Account to Operational Account and to commence investment activities of the fund with permission of the Trustee;
- XXII. The AMC should ensure compliance of বিধি ৪৬ of the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১;
- XXIII. Unit allocation of the Sponsor's contribution amount shall be subject to a lock-in period of 01 (one) year from the date of formation of the fund and then 1/10th of the Sponsor's contribution only shall be subject to a lock-in period of full tenure of the Fund until liquidation;
- XXIV. A confirmation of Unit allocation of the sponsor's contribution amounting 10% of the fund will be issued in favor of the Sponsor. The said confirmation letter shall be in the custody of Trustee. No splitting of the Unit of Sponsor shall be made without prior approval of the Commission;
- XXV. Annual fee of the fund shall be submitted to the Commission on the fund size (i. e., year-end Net Asset Value at market price of the fund on advance basis as per rule; and may adjust the fee in next year if necessary;
- XXVI. The subscription period of the Fund will be 45 (forty-five) days which will be started on 03 July 2023 and be ended on 16 August 2023 as per বিধি ৪৭ of সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১,

PART-B

Please ensure that the following are adhered to:

- I. As per provisions contained in the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১, regarding limitation of time on closure of subscription, the initial public subscription will remain open for 45 (forty-five) days or for a period up to achievement of the initial target amount, whichever is earlier;
- II. The paper cutting of the published prospectus and all other published documents/ notices regarding the Unit Fund shall be submitted to the Commission within 24 (twenty-four) hours of publication thereof;
- III. The Asset Management Company shall submit 20 (Twenty) copies of printed prospectus to the Commission for official record;
- IV. The Asset Management Company shall ensure in writing to the Commission that the prospectus/abridged version is published correctly and is a verbatim copy of the prospectus/abridged version vetted by the Commission.
- V. The expiry date of the Sponsor's locked-in portion shall be specifically mentioned on the body of the jumbo confirmation of Unit allocation;
- VI. The AMC shall apply the spot buying rate (TT clean) of Sonali Bank prevalent on the date of opening of subscription for conversion of foreign currencies;

- VII. The AMC shall submit to the Commission a compact disc (CD) or pen drive containing the vetted prospectus and its abridged version;
- VIII. All conditions imposed under Section 2CC of the Securities and Exchange Ordinance, 1969 must be complied with and be incorporated in the body of the Prospectus and in its abridged version.
- IX. After due approval by the Trustee regarding issue and formation expenses, the AMC shall submit in details along with supporting documents to the Commission regarding issue and formation expenses within 15 (fifteen) days of operation of the fund. The Auditor of the fund shall also put opinion about the above expenses in the initial financial statements of the fund;
- X. Bank statement along with the subscribers list, copies of agreements with Custodian and Selling Agents (if applicable) shall be submitted to the Commission within 15 (fifteen) days of the completion of the subscription;
- XI. The investment policy and guideline and information on constituents of Investment Committee of the fund approved by the Board shall be submitted to the Commission within 30 (thirty) days from the receipt of the Consent Letter. The investment policy and guide line shall include among other issues, the investment delegation power of Chief Executive Officer and the Committee separately and also the meeting resolution presentation process.
- XII. After due approval of the trustee, the Asset Manager shall submit the systematic investment plan (SIP) brochure to the Commission complying the Rules within 30 (thirty) days of issuance the consent letter.

THE MUTUAL FUND IS NOT GUARANTEEING OR ASSURING ANY RETURNS

1.6 General Information

- I. This prospectus has been prepared by Investasia Capital & Asset Management Ltd. based on the Trust Deed executed between the Trustee and the Sponsor of the Fund, which is approved by the Commission and available publicly. The information contained herein is true and correct in all material aspects and there are no other material facts, the commission of which would make any statement herein misleading.
- II. No person is authorized to give any information to make any representation not contained in this prospectus and if so given or made, such information or representation must not be relied upon as having been authorized by Investasia Capital & Asset Management Ltd.
- III. The issue as contemplated in this document is made in Bangladesh is subject to the exclusive jurisdiction of the courts of Bangladesh. Forwarding this prospectus to any person residing outside Bangladesh in no way implies that the issue is made in accordance with the laws of that country or is subject to the jurisdiction of the laws of that country.

1.7 Sale and Re-purchase of Units

Investasia Capital & Asset Management Ltd. will maintain two separate BO Accounts with Sentinel Trustee & Custodial Services Ltd, custodian of Investasia Balanced Unit Fund for creation and redemption of units namely **“Investasia Balanced Unit Fund-Sale of units”** and **“Investasia Balanced Unit Fund–Repurchase of units”** respectively.

For sale of units, Investasia Capital & Asset Management Ltd. will issue a certificate for the units sold and send it to Sentinel Trustee & Custodial Services Ltd. for setting up of demat request. After the acceptance of demat setup by Sentinel Trustee & Custodial Services Ltd. from its terminal, units will be credited to the BO Account of “Investasia Balanced Unit Fund- Sale of units”. Then Sentinel Trustee & Custodial Services Ltd. will transfer the units from “Investasia Balanced Unit Fund– “Sale of units” to the unit holders 'BO Accounts as per instruction of Investasia Capital & Asset Management Ltd.

In the case of redemption/ repurchase by the Asset Manager, the unit holder will transfer his/her/ the Institutional holder's units to the **“Investasia Balanced Unit Fund – Repurchase of units”**. Sentinel Trustee & Custodial Services Ltd. will remat the units from the **“Investasia Balanced Unit Fund–Repurchase of units”** BO account as per instruction of Investasia Capital & Asset Management Ltd. Simultaneously, the payment will be made to the investor's Bank Account through Cheque / BEFTN as per the request of the investor.

1.8 Systematic Investment Plan (SIP)

A Systematic Investment Plan or SIP is a smart and hassle-free mode for investing money in mutual funds. SIP allows an investor to invest a certain pre-determined amount at a regular interval (monthly, quarterly, yearly etc.). A SIP is a planned approach towards investments and helps to inculcate the habit of saving and building wealth for the future.

Buy and Surrender in SIP Process:

An investor can invest through SIP either by auto debit system provided against investor's Bank Account or by providing monthly predetermined cheques via selling agents at a regular interval (monthly/ bi-monthly/ quarterly). Investor must have a BO Account; he/she will get the SIP units in his/her BO Account and get a 1% discount from ongoing Weekly “Investor's Buy Price” of the mutual fund.

It is advisable to continue SIP investments with a long-term perspective, however there is no compulsion. Investors can discontinue the plan at any time. If an investor wants to terminate the SIP before two (2) years, 1% discount from the “Investor's sale/ surrender price” will be applicable on total accumulated invested amount on the date of cancellation of the scheme. After maturity of SIP, the investor can easily surrender his/her total units through the AMC or the Selling Agents.

Benefits may be offered for SIP Investors such as:

SIP encourages a disciplined investment; while invested through SIP, investor commits himself/herself to save regularly. Different benefits may be offered as follows:

- **Flexibility:** Investor can start SIP with a very small amount i.e. BDT 3,000/ BDT 4,000/ BDT 5,000 or multiple of additional BDT 1,000. One can also increase/ decrease the amount being to be invested in regular fashion.
- **Flexible SIP Tenor:** The SIP will be offered for at least 2 years or any other higher period set by the AMC. However, investor can set SIP scheme for 3years/ 5years or as decided by the Asset Manager. After this period, the individual scheme will be matured and may surrender or continue after maturity. If surrendered, no fees/ charges may be charged on surrender and may also offer highest premium over the declared surrendered price at that time.
- **No Minimum lot size:** There will be no minimum lot size under the SIP as like normal investors. Based on "Investor's Buy Price" per unit available for SIP investors, units will be credited to investor's BO account. However, any fraction amount remaining will be converted when it sums up to one unit. The fractional amount will be kept as liability of the fund in a separate account head.
- **CIP option for the SIP investors:** SIP investors can choose either option of cash dividend or Cumulative Investment Plan (CIP). If a SIP investor chooses CIP (i.e. Dividend reinvestment process) instead of cash dividend, they may also enjoy CIP units at a discount of prevailing "Investor's Buy Price" used for CIP conversion. After CIP conversion, they will get dividend on total number of units in the next year.

Detailed of SIP Scheme, Scheme information will be provided in the Scheme Brochure in future

1.9 Declarations

DECLARATIONS ABOUT THE RESPONSIBILITY OF THE SPONSOR

We, as the Sponsor of the “Investasia Balanced Unit Fund”, accept full responsibility for the authenticity and accuracy of the information contained in this Prospectus and other documents regarding the mutual fund. To the best of the knowledge and belief of the Sponsor, who has taken all reasonable care to ensure that all the conditions and requirements concerning this public offer and all information contained in this document, drawn up by virtue of the Trust Deed of the Fund by the entrusted Asset Management Company, have been met and there is no other information or documents, the omission of which may make any information or statements therein misleading.

We also confirm that full and fair disclosures have been made in this Prospectus to enable the investors to make an informed decision for investment.

Sd/-

Kaiser Islam

Chief Executive Officer

Investasia Capital & Asset Management Limited.

DECLARATIONS ABOUT THE RESPONSIBILITY OF THE TRUSTEE

We, as the Trustee of the Investasia Balanced Unit Fund, accept the responsibility and confirm that we shall:

- a) be the guardian of the Fund, held in trust for the benefit of the unit holders in accordance with the Rules & the Trust Deed;
- b) always act in the interest of the unit holders;
- c) take all reasonable care to ensure that the Fund floated and managed by the Asset Management Company are in accordance with the Trust Deed and the Rules;
- d) make sure that there is no contradiction between the prospectus, trust deed and সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১;
- e) make such disclosures by the Asset Management Company to the investors as are essential in order to keep them informed about any information, which may have any bearing on their investments; and
- f) take such remedial steps as are necessary to rectify the situation where we have reason to believe that the conduct of business of the Fund is not in conformity with the relevant Rules.

Sd/-

Md. Moinuddin Sheikh

Chief Executive Officer

Sentinel Trustee and Custodial Services Ltd.

Declarations about the Responsibility of the Custodian

We, as the Custodian of the Investasia Balanced Unit Fund, accept the responsibility and confirm that we shall:

- a) keep all the securities (both listed and non-listed) of the Fund including FDR receipts in safe and separate custody as per সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ and shall provide the highest security for the assets of the Fund;
- b) act as custodian of the fund as mentioned above as per provisions of the custodian agreement executed with the asset management company and shall assume the duties and responsibilities as described in the trust deed of the mentioned fund and other constitutive documents;
- c) abide by the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ and conditions imposed by the Commission in regard of the fund; and
- d) act to our best for the benefit and sole interest of the unit- holders of the fund.

Sd/-

Md. Moinuddin Sheikh

Chief Executive Officer

Sentinel Trustee and Custodial Services Ltd.

DECLARATION ABOUT THE RESPONSIBILITY OF THE ASSET MANAGER

This Prospectus has been prepared by us based on the Trust Deed, the Investment Management Agreement, the Bangladesh Securities and Exchange Commission (Public Issue) Rules, 2015, the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) , ২০০১, ডিপজিটরি আইন, ১৯৯৯ and other related agreements and examination of other documents as relevant for adequate disclosure of the Fund's objectives and investment strategies to the investors.

We also confirm that:

- i. The prospectus is in conformity with the documents, materials and papers related to the public offer;
- ii. All the legal requirements of the public offer have been duly fulfilled; and
- iii. The disclosures made are true, fair and adequate for investment decision.

Investors should be aware that the value of investments in the mutual fund could be volatile as such no guarantee can be made about the returns from the investments that the Fund will make. Like any other equity investment, only investors who are willing to accept a high degree of risk, should invest in the mutual fund. Investors are requested to pay careful attention to the "Risk Factors" section of the Prospectus and to take proper cognizance of the risks associated with any investment in the mutual fund.

Sd/-

Kaiser Islam

Chief Executive Officer

Investasia Capital & Asset Management Ltd.

1.10 Due Diligence Certificate

Due Diligence Certificate by the Sponsor

চতুর্থ তফসিল-(১) এর (জ) বিধি ৪৩ (৩) দ্রষ্টব্য]

To
The Honorable Chairman
Bangladesh Securities & Exchange Commission

Subject: Investasia Balanced Unit Fund

We, the Sponsor of the above-mentioned forthcoming mutual fund, state as follows:

1. We, as the Sponsor of the above-mentioned mutual fund, have examined the prospectus and other documents and materials as relevant to our decision; and
2. We warrant that we shall comply with the Bangladesh Securities & Exchange Commission (Mutual Fund) Rules, 2001, Bangladesh Securities & Exchange Commission (Public Issue) Rules, 2015, Trust Deed of the mutual fund and the rules, orders, guidelines, directives, notifications and circulars that may be issued by the Bangladesh Securities & Exchange Commission from time to time in this respect.

WE CONFIRM THAT:

- a) All information in the prospectus forwarded to the Commission is authentic and accurate;
- b) We, as sponsor of the mutual fund as mentioned above, will act as per clauses of the trust deed executed with the trustees and shall assume the duties and responsibilities as described in the trust deed and other constitutive documents;
- c) We shall also abide by the Bangladesh Securities & Exchange Commission (Mutual Fund) Rules, 2001 and conditions imposed by the Commission as regards of the mutual fund; and
- d) We shall act to our best for the benefit and interest of the unit-holders of the mutual fund.

For the Sponsor,

Sd/-
Kaiser Islam
Chief Executive Officer
Investasia Capital & Asset Management Ltd.

Due Diligence Certificate by the Trustee

চতুর্থ তফসিল-(১) এর (জ) বিধি ৪৩ (৩) দ্রষ্টব্য]

To
The Honorable Chairman
Bangladesh Securities & Exchange Commission

Subject: Investasia Balanced Unit Fund

We, the under-noted trustee to the above-mentioned forthcoming mutual fund, state as follows:

1. We, while act as trustee to the above-mentioned fund on behalf of the investors, have examined the draft prospectus and other documents and materials as relevant to our decision; and

We warrant that we shall comply with the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১, Bangladesh Securities and Exchange Commission (Public Issue) Rules, 2015, Dhaka Stock Exchange (Listing) Regulations, 2015, Chittagong Stock Exchange (Listing) Regulations, 2015, Trust Deed of the Fund and the rules, guidelines, circulars, orders and directions that may be issued by the Bangladesh Securities and Exchange Commission from time to time in this respect.

WE CONFIRM THAT:

- a) All information and documents as are relevant to the issue have been received and examined by us and the draft prospectus forwarded to the Commission have been approved by us;
- b) We have also collected and examined all other documents relating to the fund;
- c) While examining the above documents, we find that all the requirements of the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ have been complied with;
- d) We shall act as trustee of the fund as mentioned above as per provisions of the trust deed executed with the sponsor and shall assume the duties and responsibilities as described in the trust deed and other constitutive documents;
- e) We shall also abide by the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ and conditions imposed by the Commission as regards of the fund; and
- f) We shall act to our best for the benefit and sole interest of the unit holders of the fund;

For the Trustee

Sd/-

Md. Moinuddin Sheikh

Chief Executive Officer

Sentinel Trustee and Custodial Services Ltd.

Due Diligence Certificate by the Custodian

চতুর্থ তফসিল-(১) এর (জ) বিধি ৪৩ (৩) দ্রষ্টব্য]

We, the under-noted custodian to the above-mentioned forthcoming mutual fund, state as follows:

1. We, while act as custodian to the above mentioned fund on behalf of the investors, shall comply with the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১, Depository Act, 1999, Depository Regulation, 2000, Depository (User) Regulation, 2003, Trust Deed of the Fund and the rules, guidelines, circulars, orders and directions that may be issued by the Bangladesh Securities and Exchange Commission from time to time in this respect.

WE CONFIRM THAT:

- a) we will keep all the securities (both listed and unlisted) and Assets of the Investasia Balanced Unit Fund including FDR receipts in safe and separate custody as per বিধি ৪১ of সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ and will provide highest security for the assets of the Fund;
- b) we shall act as custodian of the fund as mentioned above as per provisions of the custodian agreement executed with the asset management company and shall assume the duties and responsibilities as described in the trust deed of the mentioned fund and other constitutive documents;
- c) we shall also abide by the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ and conditions imposed by the Commission as regards of the fund; and
- d) we shall act to our best for the benefit and sole interests of the unit holders of the fund;

For Custodian

Sd/-

Md. Moinuddin Sheikh

Chief Executive Officer

Sentinel Trustee and Custodial Services Ltd.

Due Diligence Certificate by the Asset Manager

চতুর্থ তফসিল-(১) এর (জ) বিধি৪৩ (৩) দ্রষ্টব্য]

To
The Honorable Chairman
Bangladesh Securities & Exchange Commission

Subject: Investasia Balanced Unit Fund

We, the Asset Manager of the above-mentioned forthcoming mutual fund, state as follows:

We, as the Asset Manager of the above-mentioned mutual fund, declare and certify that the information provided in the prospectus, is complete and true in all aspects;

We further certify that we shall inform the Bangladesh Securities & Exchange Commission immediately of any change in the information of the fund; and

We warrant that we shall comply with the Securities and Exchange Ordinance, 1969, Bangladesh Securities & Exchange Commission (Mutual Fund) Rules, 2001, Bangladesh Securities & Exchange Commission (Public Issue) Rules, 2015, Trust Deed of the mutual fund, Dhaka Stock Exchange (Listing) Regulations, 2015, Chittagong Stock Exchange Commission (Listing) Regulations, 2015 and the rules, orders, guidelines, circulars, directives, notifications and circulars that may be issued by the Bangladesh Securities & Exchange Commission from time to time in this respect.

WE CONFIRM THAT:

The prospectus forwarded to the Commission is in conformity with the documents, materials and papers relevant to the mutual fund;

All the legal requirements connected with the said mutual fund have been duly complied with; and

The disclosures made in the prospectus are true, fair and adequate to enable the investors to make a well – informed decision for the investment in the mutual fund.

For the Asset Manager

Sd/-
Kaiser Islam
Chief Executive Officer
Investasia Capital & Asset Management Ltd.

CHAPTER2: BACKGROUND

2.1 Preamble to the formation of Investasia Balanced Unit Fund

Mutual Fund is an investment tool that collects pool of fund from individual and institutional investors with a view to investing the fund in securities like stocks, bonds, money market instruments and other securities. Mutual funds are the most cost-effective way to diversify the investment portfolio across different asset categories. Moreover, mutual funds offer professional money management expertise at a reasonable cost. Especially in a developing country like Bangladesh where mass people are ignorant about investment management strategies, importance of such professional management services are beyond question.

The origin of mutual funds is often cited to be traced in Europe back in 19th century. By the time, mutual fund industry grew enormously with innovation of different investment strategies catering the need of different types of investors.

Recognizing the huge untapped market potential of mutual fund industry in Bangladesh and the need to offer a reliable solution for investment to the people, Investasia Capital & Asset Management Ltd. has begun the process to launch its first open-end mutual fund namely “Investasia Balanced Unit Fund” subject to successful completion of regulatory compliance. In order to cater diverse investment needs of people, the “Investasia Balanced Unit Fund” will aim to generate long-term capital appreciation through investment predominantly inequity and equity related instruments.

2.2 Necessity of Investasia Balanced Unit Fund in the Context of the Current State of Affairs of the Capital Market of Bangladesh:

The capital market of Bangladesh is still in a nascent stage which portrays both opportunities and challenges. Though stock exchanges were formally established as early as 1954, activities remained very low until 1990s. Market experienced both bubble and burst during its journey of around six decades. Though over the years the capital market is transforming in to a more structured and regulated form, it is still lagging behind in terms of number of stocks listed, asset classes available for investment etc. In emerging markets like Bangladesh where mass people lack the knowledge of proper investment decision, the scope of mutual fund industry, that offers professionally managed investment management service, is very bright. The mutual fund industry of Bangladesh is still very small compared to other countries.

In line with the above status, there is a significant need for new and diversified capital market instruments including mutual funds.

2.3 Advantages of investing in Investasia Balanced Unit Fund:

Investasia Balanced Unit Fund will be managed in manner that will ensure utmost benefit for the investors from their investment. Generally mutual funds are designed in such a way that reduces the risk of investment compared to direct investment in other securities like shares, debt instruments etc. In addition, investors will enjoy the following advantages from investing in “Investasia Balanced Unit Fund”:

- I. Investasia Capital & Asset Management Ltd. through its proper corporate governance culture will ensure proper compliance with সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১ under all circumstances.
- II. Investasia Balanced Unit Fund will ensure adequate investment in the growth assets (predominantly in equity and equity related instruments) to fulfill the ultimate investment objective of providing capital gain in the long-run. The fund will maintain

a diversified portfolio through adequate professional knowledge which will reduce individual investment risk that would have been otherwise difficult through direct investment.

- III. Experienced professional management will help identify and secure potential investment opportunities.
- IV. The Fund shall in general maintain a NO dividend policy. The Fund aims to balance three goals of the Investasia Balanced Unit Fund: (1) to achieve long-term growth through capital appreciation of its equity portfolio, (2) to generate steady returns from the fixed income and high dividend paying stocks in its portfolio; (3) to maximize returns for its investors through tax efficient policy. To balance all three objectives, the Fund shall provide no annual dividends but shall allow investors to cash-in returns as needed by providing daily redemption.
- V. Investors can hold larger number of securities through holding a single unit of the fund without having to incur high transaction cost like brokerage fee.
- VI. Mutual funds enjoy 5% reserved quota in Initial Public Offerings (IPOs) under the current rules provided by BSEC, which enables the investors to enjoy the benefits of participating in IPOs indirectly.
- VII. Income from this Fund will be tax free up to BDT 25,000.00 (Twenty-Five Thousand Taka) as permitted by the Finance Act.
- VIII. As an open-end fund is not traded in the secondary market, its price will not be subjected to the interaction of demand and supply. As purchase and surrender price will be calculated based on Net Asset Value (NAV) as prescribed in সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১, the price of the fund will be more stable than that of other securities traded in secondary market.
- IX. Investment in this Fund by individual investors will enjoy tax exemption benefit under Section 44(2) of the Income tax Ordinance, 1984. Country's Finance Act and Government's tax policies will always determine the tax benefits from investment in mutual funds.

CHAPTER 3: Investasia Balanced Unit Fund

3.1 Formation of the Fund

The Trust Deed of the Fund was registered on January 19, 2023 under the Trust Act, 1882 and Registration Act, 1908 through a Trust Deed entered into Investasia Capital & Asset Management Ltd. and Sentinel Trustee and Custodial Services Ltd (STCSL). The Fund was registered by the BSEC on February 01, 2023 under the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১.

3.2 Life of the Fund

The Fund will be an open-end mutual fund with a perpetual life established to broaden the base of investment and develop the capital market. Institutional (local and foreign) and individual (resident and non-resident) investors are eligible to invest in this Fund.

3.3 Size, Face Value and Denomination

- I. The initial target size of the Scheme shall be Tk. 500,000,000.00 (Taka Fifty Crore) which may be increased from time to time by the Asset Management Company on requisition from the investors with due approval of the Trustee and notification to the BSEC.
- II. The Asset Management Company may constitute, organize, manage the Fund and will issue the unit certificates in any denomination of the par value of Tk 10.00 each.
- III. Initially, unit holders of the Fund shall be issued with a confirmation of Unit Allocation letter by the Asset Manager at the cost of the Fund in any denomination but not less than 500 (Five hundred) units for individuals and 5,000 (Five thousand)

units for institutions.

3.4 Investment Objective

To generate return annually through investments in a range of fixed income securities; predominantly in government securities as well as investment grade corporate bonds and money market instruments while maintaining the optimum balance of yield, safety and liquidity.

3.5 Main Feature of the fund

- I. There shall be one Scheme of the Fund namely INVESTASIA BALANCED UNIT FUND unless otherwise any other Scheme constituted, organized and managed by the Asset Management Company with due approval of the Trustee and the BSEC.
- II. The Fund shall be an Open-End in nature and the initial target size of the Scheme shall be Tk. 50,00,00,000.00 (Taka Fifty Crore) which may be increased from time to time by the Asset Management Company on requisition from the investors with due approval of the Trustee and notification to the BSEC
- III. A registration fee as payable to the Commission under the বিধিমালা for establishing the Fund and for registration of this Deed shall be paid from the Fund by the Asset Management Company.
- IV. In case of over-subscription or under-subscription of the public offer of any scheme of the Fund, the final size of such schemes can be raised or reduced, as the case may be, by the Asset Management Company to the extent consented by the Trustee and the Commission.
- V. The FIRST PART shall provide ten percent (10%) of the Fund as the minimum subscription amount of the Fund equal to a sum of Tk. 50,000,000.00 (Taka Five Crore) on effective date, and the rest shall be raised by the Asset Management Company through sale of unit certificates as per the Rules of the Authority.
- VI. The Asset Management Company may constitute, organize, manage the Fund and will issue the unit certificates in any denomination of the par value of Tk 10.00 each.
- VII. The Asset Management Company shall calculate the Net Asset Value (NAV) per Unit on last working day of every week as per formula prescribed in the বিধিমালা;
- VIII. The sale and repurchase/surrender price of units will be determined by the Asset Management Company based on NAV at fair value. The difference between sale price and repurchase/surrender price shall not exceed 1% of the NAV per unit at fair value of the mutual fund.
- IX. In case of holidays, the Asset Management Company shall notify the Unit holders and the prospective investors about the days of operation of the Fund in a manner which they may deem fit.
- X. The unit holders may surrender their unit certificates during the business hour as specified by the Asset Management Company. The Fund shall be liable to repurchase the units at the surrender value determined by the Asset Management Company.
- XI. Sale and repurchase of unit certificates by Asset Management Company shall remain closed during book closure period during first two weeks of July unless the Commission decides otherwise.

3.6 Some important policies regarding investment and operation of the fund

3.6.1 Investment Policy

- i. The Fund shall invest subject to the বিধিমালা and only in those securities, deposits and investments approved by the Bangladesh Securities and Exchange Commission and /or the Bangladesh Bank and /or the Insurance Development and Regulatory Authority (IDRA) and /or the Micro Regulatory Authority (MRA) of Bangladesh or any other competent authority in this regard.
- ii. The Special Purpose nature of the Fund is to provide a balance of income and capital gain and as such the Fund shall maintain a Balanced portfolio to generate income and capital gains. Capital gain generating assets shall include but not be limited to listed and non-listed securities with high growth potential. Income generating assets shall include high quality equities with high and consistent dividends, money market instruments and fixed income instruments including debt securities and securitized loan portfolios.

3.6.2 Scope of Investments

- I. Subject to other provisions of the Rules, a mutual fund may invest moneys collected under the Fund, or any of its schemes, only in:
 - a. securities listed with a stock exchange;
 - b. money market instruments including government securities;
 - c. privately placed bonds, debentures and pre-IPO capital of entities with explicit plan to be listed with a stock exchange within two years from the date of the investments;
 - d. securitized debt instruments, which are either asset backed or mortgage-backed securities;
 - e. open-end mutual funds approved by the Commission.

3.6.3 Investment Parameters

- I. Due to the Balanced nature of the Fund, it aims to maintain on average a 50% exposure to equities and a 50% exposure to debt and money market securities.
- II. Not more than 70% of total assets of the Fund shall be invested in capital market instruments. Of this, at least 50% shall be invested in listed securities that are actively trading in stock exchanges. Investments in Government Securities shall not be considered as an exposure to capital market instruments
- III. Not less than 30% (thirty percent) of the total asset of the Fund shall be invested in fixed income securities including Government Securities
- IV. All money collected under the Fund shall be invested only in a cashable /transferable instruments, securities whether in money market or capital market or privately placed pre-IPO equity, preference shares, debentures or securitized debts/receivables.
- V. The Fund shall get the securities purchased or transferred in the name of the Fund.
- VI. Only the Asset Management Company will make the investment decisions and place orders for securities to be purchased or sold for the Scheme's portfolio.

- VII. Non-listed securities that enjoy “investment grade” credit rating by a recognized credit rating agency are eligible for investments by a mutual fund. The fund can invest in unlisted corporate securities only after a prior approval of the Commission.
- VIII. As a General Balanced Tranche, the Fund shall maintain investment exposure as per the above investment parameters, institutional investors may choose to allocate on a Non-Discretionary or Discretionary basis, the default being Non-Discretionary. On a Non-Discretionary basis, the investor may choose to allocate 100% of his/her investment in the general fund, or on a Discretionary basis, to either the Fixed Income Tranche or the Equity Investment Tranche.
- IX. The paramount responsibility of the Asset Manager shall be to protect the investors’ assets; therefore, during periods of Market Stress, for a temporary duration, the Asset Manager may take necessary measures to limit losses by executing one or more of the following actions, including but not limited to, changing asset allocation from those specified in clauses 3.3, 3.4.1 to 3.4.8, to other capital market and money market securities including cash and cash equivalents, commercial paper, high-grade bonds, securitized instruments, government securities and other assets uncorrelated with the Market Stress.

3.6.4 Investment Restriction

- i. The Fund shall not invest more than 10% of its total assets in any one particular company.
- ii. The Fund shall not invest in more than 10% of paid up capital (or other securities such as bond or debenture) issued by any company.
- iii. The Fund shall not invest more than 10% of its total assets in any one company or a group of companies under the control of a parent company. This condition shall not be applicable for investment in government securities.
- iv. The Fund shall not invest more than 25% of its total assets in shares, debentures or other securities in any one industry
- v. A mutual fund shall not, under any circumstance, trade in units of mutual funds, schemes of mutual funds, under the control of the same Asset Management Company.
- vi. The Fund shall not acquire any asset out of the Trust property, which involves the assumption of any liability that is unlimited or shall result in encumbrance of the Trust property in any way.
- vii. The Fund or the Asset Management Company on behalf of the Fund shall not give or guarantee term loans for any purpose or take up any activity in contravention of the বিধিমালা.
- viii. The Fund shall buy and sell securities on the basis of deliveries and shall, in all cases of purchases, take delivery of securities and in all cases of sale, deliver the securities on the respective settlement dates as per the custom and practice of the stock exchanges and shall in no case put itself in a position whereby it has to make short sell or carry forward transaction
- ix. The Fund shall not involve in option trading or short selling or carry forward transaction, unless allowed by updated regulations of BSEC
- x. The Fund shall not buy its own unit.

- xi. The Asset Management Company shall not, for the purpose of inducing, dissuading, effecting, preventing, or in any manner influencing or framing to its advantage, the sale or purchase of any security, directly or indirectly,
 - a. create a false and misleading appearance of active trading in any security;
 - b. effect any transaction in securities between mutual funds under the control of an Asset Management Company;
 - c. directly or indirectly effect a series of transactions in any security creating the appearance of actively trading therein or of raising of price for the purpose inducing its purchase by others or depressing its price for the purpose of inducing its sale by others.

3.6.5 Investment Approach and Risk Control

- I. The Investment Approach shall include a combination of (a) top-down portfolio approach that incorporates macroeconomic, overall capital markets, money markets and sector-specific research and risk considerations; (b) bottom-up approach that incorporates company level stock and fixed-income instruments specific research and risk considerations.
- II. Top down: The Asset Management Company will study the macro-economic conditions, including the political, economic environment, money market dynamics, central bank policy and factors affecting liquidity and interest rates. Investments will be pursued in select sectors based on the analysis of business cycles, regulatory reforms, competitive advantage, socially responsible and sustainable contribution to economy, etc.
- III. Bottom-up: Selective stock and fixed income instruments picking will be done from the selected sectors based on the underlying company's growth orientation, potential financial returns and ability to generate income and capital gains. In selecting script/instrument will focus on fundamentals of the business, industry structure, quality of management, sensitivity to economic factors, financial strength of the company and key earnings/cash flow generation drivers.
- IV. Since disciplined investing requires risk management, the Asset Management Company would incorporate adequate safeguards for controlling risks in the portfolio construction process.
- V. Risk will also be reduced through adequate diversification of the portfolio. Diversification will be achieved by spreading the investments over a range of industries /sectors and instruments.

3.6.6 Valuation Policy & Method

- I. For The fund shall fix the valuation method for the Scheme in compliance with the International Financial Reporting Standard (IFRSs) and subject to the prior approval of the Commission provided through its consent to this section of the Trust Deed, unless otherwise specified.

II. Valuation Method as referenced in 3.7.2 shall include:

- (a) For listed securities, the average quoted closing price on the stock exchanges on the date of valuation shall form the basis of any calculation of Net Asset Value of such securities in the portfolio of the Fund.
- (b) For fixed income instruments listed and non-listed including bonds, debentures, securitized debts/receivables, margin or fixed deposits, the accrued interest on such instruments on the date of valuation shall be taken into account in any calculation of Net Asset Value of such securities in the portfolio of the Fund.
- (c) The valuation of listed securities not traded within previous one month will be made based on their reasonable value by the Asset Management Company and approved by the Trustee and commented upon by the auditors in the Annual Report of the Scheme of the Mutual Fund but shall not be more than the intrinsic value of the securities.
- (d) The valuation of non-listed securities will be made by the Asset Management Company in compliance with IFRSs and other securities regulations to be approved by the Trustee and commented upon by the Auditors in the annual report of the Scheme;
- (e) Once non-listed securities are valued, the valued amount will be considered for the purpose of valuing the Fund's Assets at any interval of time until the securities are further revalued by the Asset Management Company.
- (f) For any non-listed security, the Fund shall follow the valuation method herein, approved by the Commission through its consent; the Asset Management Company and the Trustee shall periodically review non-listed investment and the auditors shall comment in the annual report of the Scheme of the Fund.
- (g) The Asset Management Company and the Trustee will value the non-listed securities at least once in every three months.
- (h) In case of deferred expenses, accrued expenses for the period will be taken into account for determining total liabilities.

3.7 Net Asset Value (NAV) calculation

The Fund will use the following formula to derive NAV per unit:

$$\text{Total NAV} = \text{VA} - \text{LT}$$

$$\text{NAV per unit} = \text{Total NAV} / \text{No. of units outstanding}$$

$$\text{VA} = \text{Value of all securities in vault} + \text{Value of all securities placed in lien} + \text{Cash in hand and at bank} + \text{Value of all securities receivables} + \text{Receivables of proceeds of sale of investments} + \text{Dividend receivables net of tax} + \text{Interest receivables net of tax} + \text{Issue expense amortized as on date} + \text{Printing, publication and stationery expenses amortized as on date.}$$

$$\text{LT} = \text{Value of all securities payable} + \text{Payable against purchase of investments} + \text{Payable as brokerage and}$$

custodial charges + Payable as Trustee fees + All other payable related to printing, publication and stationery + Accrue deferred expenses with regard to management fee, annual fee, audit fee and safe keeping fee.

3.8 Accounting for Net Asset Value per Unit of the Fund and Fair Valuation of Financial Instruments

- I. The Asset Management Company shall calculate Net Asset Value (NAV) per unit of a mutual fund at fair value on a weekly basis and be disclosed in the manner specified by the Commission
- II. The Net Asset Value of the Fund shall be equal to the fair value of identifiable assets minus the fair value of liabilities of the Fund. Net asset Value per unit shall be calculated by dividing the Net Asset Value by units outstanding of the Fund at the measurement date.
- III. An asset is identifiable if it either:
 - (a) is separable, i.e. capable of being separated or divided from the entity, or sold, transferred, licensed, rented, backed by, or exchanged, either individually or together with a related contract, identifiable asset or liability including receivables, regardless of whether the entity intends to do so; or
 - (b) arises from contractual or other rights, regardless of whether those rights are transferable or separable from the entity or from other rights and obligations.
- IV. Identifiable assets may include intangibles including monetary assets without physical substance but shall exclude fictitious assets such as unamortized issue costs, preliminary costs, and/or advances, deposits and prepayments which embody no future economic benefits and cash flows to the company.
- V. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. A fair value measurement shall be done for a particular asset or liability. A fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either in the principal market for the asset or in the absence of the principal market, in the most advantageous market for the asset or liability.
- VI. In order to do fair valuation of assets and liabilities of a Fund, the Asset Management Company shall strictly comply with accounting recognition and measurement principles and disclosure provisions of International Financial Reporting Standards (IFRSs) particularly including that of IFRS 13 (Fair Value Measurement).
- VII. The Asset Management Company shall recognize a financial asset or a financial liability in its statement of financial position when, and only when, the company becomes a party to the contractual provisions of the financial instrument. At initial recognition, a company shall measure a financial asset or a financial liability at its fair value plus (or minus) transaction costs that are directly attributable to the acquisition (or issue) of the financial asset or financial liability.
- VIII. After initial recognition of a financial asset, an Asset Management Company shall classify, subject to the approval of the Commission, the financial asset as subsequently measured at fair value through profit or loss, fair value through other comprehensive income, or amortized cost on the basis of both:

- (a) the company's business model for managing financial assets and
 - (b) the contractual cash flow characteristics of the financial assets.
- IX. The Asset Manager shall have the option, at initial recognition, to irrevocably designate a financial asset and a financial liability to be measured at fair value through profit or loss.
- X. After initial recognition, that is, at subsequent balance sheet dates, the Asset Manager shall measure a financial asset at fair value through profit or loss, fair value through other comprehensive income or amortized costs and in compliance with provisions of IFRSs.
- XI. After initial recognition of a financial liability, the Asset Manager shall classify and measure, subject to the approval of the Commission, all financial liabilities at fair value through profit or loss, or amortized costs and comply with provisions of IFRSs. The Asset Manager shall have the option, at initial recognition, to irrevocably designate a financial liability to be measured at fair value through profit or loss.
- XII. A gain or loss on a financial asset or financial liability that is measured at fair value shall be recognized in profit or loss unless:
 - (a) it is an investment in an equity instrument and the Asset Manager has elected present to present gains and losses on that investment in other comprehensive income
 - (b) it is a financial asset measured at fair value through other comprehensive income;
 - (c) it is a financial liability designated as at fair value through profit or loss but the entity is required to present the effects of changes in the liability's credit risk in other comprehensive income. In that case, the remainder amount of change in the fair value shall be presented in profit or loss.
- XIII. At initial recognition, the Asset Manager may elect to present in other comprehensive income subsequent changes in the fair value of an investment in an equity instrument which is not held for trading. The Asset Manager shall however recognize in profit or loss any dividends from investments in equity instruments that are not held for trading.
- XIV. A gain or loss on a financial asset measured at fair value through other comprehensive income shall be recognized in other comprehensive income, except for impairment gains or losses and foreign exchange gains or losses.
- XV. Adequate disclosure shall be made on the valuation of investment in securities and other financial instruments in both the interim and annual financial statements. Trustee shall not approve any financial statements without adequate disclosure of accounting policies as to the fair valuation of investments in securities.
- XVI. Independent external auditor shall give opinion as to the fair value of investments in securities and/or financial instruments of the Fund. The external auditor shall specifically comment on assumptions and inputs used for the valuation of investments in unlisted securities of the Fund.

3.9 Accounting and Reporting for Provision for Diminution (or Appreciation) in Fair Value of Investments in Financial Assets

- I. After the initial recognition of a financial asset, an Asset Management Company shall make provision for diminution in the fair value of investments in securities of a mutual fund whenever the fair value of a security is less than its acquisition cost. At subsequent balance sheet dates, if the fair value of the financial asset further decreases, a new provision to that extent shall accrue with respect to that particular financial asset. On the

other hand, if the fair value rises since the previous balance sheet date but remains below the acquisition costs of the financial asset, a reversal of past provision to the extent of the rise shall be made and added to the earnings for the period of the Fund.

- II. Investments in financial assets shall be reported at fair value, not at acquisition costs, in the statement of financial position of a mutual fund.
- III. If the fair value of investments in a security exceeds the acquisition cost, the excess of the fair value over the acquisition cost shall be recognized as 'other comprehensive income,' not to be offset against aggregate provision for diminution in the fair value of investments in other securities.
- IV. Other comprehensive income shall be reported as a part of the unit holders' equity of the Mutual Fund.
- V. Any financial asset, which is not actively trading in any organized stock exchange, shall be classified as a "Non-performing financial asset" if the issuer of the security fails to pay a return, either a dividend or an interest income, to the Asset Management Company in consecutive two financial years.
- VI. The fair value of a 'non-performing financial asset shall be done following International Financial Reporting Standards (IFRSs), supplemented by a full disclosure of inputs and methods of the valuation, and be subject to the approval of the Trustee of the Fund.
- VII. The external auditor shall comment on the fair valuation of investments in financial assets which are either unlisted or not actively trading in a stock exchange and on the quality of accompanying disclosure on investments in financial assets.

3.10 Dividend Policy

- I. The accounting year of the open-end Mutual Fund shall be July 01 to June 30;
- II. The Fund shall in general maintain a NO dividend policy. The Fund aims to balance three goals of the Investasia Balanced Unit Fund: (1) to achieve long-term growth through capital appreciation of its equity portfolio, (2) to generate steady returns from the fixed income and high dividend paying stocks in its portfolio; (3) to maximize returns for its investors through tax efficient policy. To balance all three objectives, the Fund shall provide no annual dividends but shall allow investors to cash-in returns as needed by providing daily redemption.
- III. The Asset Management Company and Trustee of the Fund may from time to time decide to pay annual/interim dividend for a variety of reasons, in which case in keeping with its balanced approach the Fund shall follow the following policy:
 - (a) In accordance with Rule 2 [1(প)] and Rule 66 of সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়াল ফান্ড) বিধিমালা, ২০০১ the Fund shall distribute no more than 50%, of the annual/ interim net income of the Fund as dividend for the period after making provision or bad and doubtful investments. The Fund shall create a dividend equalization reserve by appropriation from the income of the Scheme;
 - (b) Net income for a financial period of a mutual fund shall be measured following International Financial Reporting Standards (IFRSs) and after incorporating all valid income, eligible expenses as well as provision for diminution in the fair value of investments in securities and other financial assets.;
 - (c) Surpluses arising simply from the valuation of investments shall not be available for dividend;
 - (d) Dividend warrants will be dispatched within 45 days from the declaration of such

dividends and due reporting shall be done in accordance with the বিধিমালা.

- (e) The Fund shall not issue reinvestment unit (RIU) under any circumstance.
- (f) Dividend shall not be paid out of other comprehensive income and/or unrealized capital gains.
- (g) Without violating provisions of this Directive, a mutual fund may create a dividend equalization reserve in order to stabilize payments of dividends in future
- (h) Trustee shall examine every item of expenses of a mutual fund and determine their eligibility to be a valid charge against income of the Fund.

IV. Dividend Reinvestment Plan (DRP)

- (a) The Asset Manager may establish a dividend reinvestment plan for the Fund. Participation in the DRP shall be subject to the terms and conditions of DRP policy document, which shall be included in the offer document of the Fund.
- (b) Unit holders can choose to, if eligible participate in the DRP, meaning dividends from the Fund shall be reinvested in additional units of the Fund or have the dividends paid directly to their nominated bank accounts.
- (c) If no DRP election is made, the unit shall be directly paid to the nominated bank accounts of the unit holders.
- (d) Eligible unit holders can elect to participate in the DRP by completing an online form to be made available on the website by the asset manager of the Fund.

3.11 Distribution of Dividend

- I. In accordance with the বিধিমালা subject to approval of the Trustee and as per the declaration of the dividend in the prospectus or offer document after closing of annual accounts, the fund will distribute cash dividend or re-investment units or combination of both among the unit holders of the relevant scheme which shall not be less than 70% of annual profit of that scheme or as determined by the Commission from time to time. The fund shall declare and pay dividend in cash or re-investment or both to the unit holders annually from the distributable profit, if any.
- II. Unit holders, whose names will appear in the register on the record date to be announced each year, will be eligible to receive the declared dividend.
- III. The Asset Management Company shall dispatch the dividend entitlements at the expense of the fund within 45 days (Forty-Five Days) of the declaration of the dividend of the scheme or as stipulated by the বিধিমালা or as directed by BSEC and submit a statement thereof to the Commission and the Trustee within the next 7 (seven) days or in the manner determined by the বিধিমালা or as directed by the BSEC. Expenses related to the above shall be met from the fund.

3.12 Reserve for revaluation of Investments

- I. Before declaration of dividend the Asset Management Company shall make a provision with agreement of the auditors for revaluation of investments caused from loss if market value of investments goes beyond their acquisition cost, and the method of calculation of this provision must be incorporated in the notes of accounts
- II. The Fund may create a dividend equalization reserve by suitable appropriation from the income of the fund.

3.13 Expenses of the Fund

- I. The initial issue expenses in respect of the Fund shall not exceed 3% of the collected amount of the fund raised under the Scheme or any ceiling as determined by the AMC which is approved by the Commission and the Trustee. The Asset Management Company shall furnish a detailed breakdown of such expenses in the prospectus/offer document of the Fund
- II. The total expenses charged to any Scheme of the Fund, excluding the amortization of initial issue expenses and including transaction cost in the form of stockbrokerage against buy and sale of securities forming a part of acquisition or disposal cost of such securities, transaction fees payable to the Custodian against acquisition or disposal of securities, the annual registration fees payable to the Commission, audit fees, cost for publication and e-publication of reports and periodicals, bank charge, etc., shall not exceed 4% of the weekly average net assets outstanding of the Scheme during any accounting year.

3.14 Classification of Earnings, Income and Expenses

- I. The Fund shall, in its accounts, make a disclosure by segregating its earnings into capital gains and other incomes in its respective accounts
- II. Classification of Income and Expenses
 - (a) An Asset Management Company (AMC) shall present separately each material class of similar items in the statement of profit or loss and other comprehensive income for a period of a mutual fund or a scheme of the Fund.
 - (b) The AMC shall clearly identify major heads of income and expenses (or gains or losses) as separate line items in the statement of profit or loss and other comprehensive income for a period of a mutual fund or a scheme of the Fund.
 - (c) The AMC shall recognize income and expenses (or gains and losses) using the accrual basis of accounting.
 - (d) Other comprehensive income shall be reported as a separate line item under the unit holders' equity and not be aggregated with any other reserve(s).

3.15 Limitation of expenses

- I. All expenses should be clearly identified and appropriated to the Fund.
- II. The Asset Management Company shall be entitled to asset management fees which will be calculated once a week on the basis of Net Asset Value (NAV) at fair value of the Fund at the end of each quarter of a financial year and according to rates as per the বিধিমালা.
- III. Asset management fees shall be payable on a quarterly basis.
- IV. The Fund shall pay annual fees, by a pay order or bank draft, at the rate of 0.10% of the Net Asset Value (NAV) at fair value of the Fund, or the scheme of the Fund, or BDT 100,000, whichever is higher, to the Commission within 90 days from the end of the financial year.
 Provided that, in case of a failure to pay the annual fees within the aforesaid deadline, the Asset Management Company, not the mutual fund, shall be liable to pay a fine equivalent to the half of the annual fees payable to the Commission for a delay of every month or a part thereof.

- a. An Asset Management Company shall not be allowed to launch a new mutual fund, or a new scheme of a mutual fund, if it fails to pay annual fees as stipulated in the Sub-Rule (1).
- V. An Asset Management Company shall amortize the initial issue costs of the Fund within a maximum period of five (05) years. In case of availability of profits, an AMC can amortize the initial issue expense over a shorter period than five years.
 Provided that the initial issue cost of a mutual fund, or any scheme of a mutual fund, shall not exceed 3% of capital actually raised under the Fund or the scheme of the Fund. The Asset Management Company shall furnish to the Commission a detailed breakdown of the initial issue cost in the prospectus/offer document of the Fund.
- VI. An Asset Management Company shall also be eligible to charge the following additional expenses against a mutual fund in addition to the asset management fees as defined in Rule 65(2):
 - (a) Bank charges.
 - (b) Annual fees payable to the Commission as per the Rule (11).
 - (c) CDBL Fees.
 - (d) Listing fees.
 - (e) Audit Fees.
 - (f) Costs for publication of reports and periodicals specifically related to the Fund.
 - (g) Valid expense for organizing a unit holders' meeting in compliance with the Mutual Fund Rules—2001
- VII. For an open-end mutual fund, no selling/marketing expense shall be applicable for the issue of new units to investors
- VIII. Legal expenses of an Asset Management Company shall not be a charge against income of a Mutual Fund.
- IX. The Asset Management Company shall not charge transaction costs (including brokerage commission) as an expense in the statement of profit or loss and other comprehensive income.
- X. At initial recognition, an Asset Management Company shall measure a financial asset at its fair value plus transaction costs that are directly attributable to the acquisition of the financial asset. Likewise, an AMC shall recognize a sale of a financial asset at net realized value that is the selling price net of transaction costs.
- XI. Total operating expense, excluding amortization of initial issue costs and provision for diminution in the fair value of investments, of a mutual fund, a scheme of a fund, shall not exceed 4 (four) percent of net asset value (NAV) at fair value of the Fund.

3.16 Borrowing Policy

- I. As per provisions of the বিধিমালা the Fund is neither permitted to borrow for financing any investment nor allowed to advance/guarantee any term loan for any purpose. However, if the competent authority withdraws or relaxes these restrictions during the lifetime of the Fund, if necessary, with the consent of the Trustee, it may well opt for borrowing from any legal source as well as advance guarantee term loan at a competitive rate.

3.17 Issue of Unit certificates

- I. All unit holders of the Fund shall be issued with the unit certificate by the Asset Management Company at the cost of the Fund, in any denomination of par value of Tk.

10.00 each within the time frame as stipulated in the বিধিমালা.

- II. The Asset Management Company may determine the minimum and. the maximum limits of unit holding of a unit holder from time to time and may impose any restriction on sale of units to any person or institution for the benefit of the Fund, with permission. of the Trustee and in accordance with applicable laws.
- III. The CEO/Head of Finance/Compliance Officer and one director of the Asset Management Company shall be the joint signatory for the certificates of unit of the Fund.

3.18 Surrender and Transfer of the unit certificates

- I. The unit certificates of the Fund shall be freely redeemable and transferable by way of inheritance/gift and/or by specific operation of the law.
- II. The unit holders may surrender their unit certificates during the business hour as specified by the Asset Management Company. The Asset Management Company shall be liable to repurchase the units on behalf of the Fund.
- III. The redemption (or repurchase) of units of a Fund, or a Scheme of the Fund, shall be made on first-come-first-serve basis. In the event the redemption request on a particular day exceeds 5% of the total units outstanding of the Fund, the Asset Management Company may defer the redemption request over 5% for a period of maximum 3 (three) working days. Provided that redemption in excess of 5% of total units outstanding shall also be done at repurchase price of the day when redemption requests were actually submitted to the asset manager.

3.19 Determination of Unit Selling Price and Repurchase Price

- I. The Asset Management Company shall disclose selling price and repurchase price (or surrender price) per unit of the Fund to be calculated on the basis of the Net Asset Value (NAV) per unit at fair value.
- II. The Asset Management Company shall duly publish the information on NAV per unit at fair value, unit selling price and repurchase price in its website, across sales centers, and through press-release at the end of each working day.
- III. The difference between selling price and repurchase price per unit shall not exceed 1% (one percent) of the NAV per unit at fair value of the Fund.

3.20 WINDING UP OF THE FUND

3.20.1 Procedure of Winding Up

- I. If the total number of outstanding unit certificates held by the unit holders after repurchase at any point in time falls below 25% of the actual certificate issued, the Fund will be subject to be wound up.
- II. The Fund may be wound up on the happening of any event, which, in the opinion of the Trustee with approval from the Commission, requires the Scheme to be wound up.
- III. The Scheme may also be wound up if the Commission so directs in the interest of the unit holders.
- IV. Where a Scheme is to be wound up in pursuance to the above, the Trustee and the Asset Management Company shall give simultaneously separate notice of the circumstances leading to the winding up of the Scheme to the Commission and if

winding up is permitted by 'the Commission, shall publish in two national daily newspapers including a Bangla newspaper having circulation all over Bangladesh.

3.20.2 Manner of winding up

- I. The Trustee shall call a meeting within 30 (thirty) days from the notice date of the unit holders of a Scheme to consider and pass necessary resolutions by three-fourth majority of the unit holders' present and voting at the meeting for authorizing the Trustee to take steps for winding up of the Scheme. If it fails to have three-fourth majority mandate, the Commission shall have the power' to supersede the mandate if situation demands such.
- II. The Trustee shall dispose of the assets of the Scheme of the Fund in the best interest of the unit holders; Provided that the proceeds of sale made in pursuance of the Rules, shall in the first instance be utilized towards discharge of such liabilities as are properly due under the Scheme and after making appropriate provision for meeting the expenses connected with such winding up, the balance shall be paid to the unit holders in proportion to their respective interest in the assets of the Scheme as on the date when the decision for winding up was taken.
- III. Within thirty days from the completion of the winding up, the Trustee shall forward to the Commission and the unit holders a report on the winding up containing particulars, such as circumstances leading to the winding up, the steps taken for disposal of assets of the Scheme before winding up, expenses of the Fund for winding up, net assets available for distribution to the unit holders and a certificate from the auditors of the Scheme of the Fund.

3.20.3 Effect of winding up

On and from the date of the notice of the winding up of the Fund, the Trustee or the Asset Management Company, as the case may be, shall:

- (a) cease to carry on any business activities of the Open-End fund;
- (b) cease to create and cancel unit of the Open-End fund;
- (c) cease to issue and redeem units of the Open-End fund.

CHAPTER 4: FORMATION, MANAGEMENT AND ADMINISTRATION

4.1 Sponsor of the Fund

Investasia Capital & Asset Management Ltd. is the sponsor of Investasia Balanced Unit Fund. The company was incorporated under Companies Act 1994 vide Certificate of Incorporation No: C- C77075/09, dated 6th May of 2009.

Established in 2010, Investasia Capital & Asset Management Ltd. is a specialized financial services company focused to float both Open-end & Closed-END Mutual Funds for creating demand for and supply of securities and to mobilize savings of the investors of all strata of society with the ultimate goal to invest the funds in the development of capital market of Bangladesh.

Keeping the needs of the general investors, ICAML also focuses on developing and offering innovative products as admissible by the rules and regulations of Bangladesh Securities and Exchange Commission (BSEC). Besides Fund Management the ICAML also offer institutional

clients' various kind of corporate advisory services.

4.2 Trustee of the Fund

Sentinel Trustee and Custodial Services Limited (STCSL) will act as the Trustee of Investasia Balanced Unit Fund. STCSL is the first Service Provider who is exclusively focused on Trustee and Custodial services. STCSL has received the license on 1st June, 2019. STCSL has a proven record of being 'Trustee' for existing mutual fund and corporate bonds. Its dynamic team of dedicated professionals with superior underwriting and trustee skill can boost growth of the company.

4.3 Custodian of the Fund

Sentinel Trustee and Custodial Services Limited (STCSL) will act as the Custodian of Investasia Balanced Unit Fund. STCSL is the first Service Provider who is exclusively focused on Trustee and Custodial services. STCSL has received the license on 23rd June, 2019. STCSL has been acting as Custodian to a number of other mutual funds quite successfully since 2019.

4.4 Asset Manager of the Fund

Investasia Capital & Asset Management Ltd. (hereinafter Investasia) will act as the Asset Manager of the Fund. The company was incorporated under Companies Act 1994 vide Certificate of Incorporation No: C- C77075/09, dated 6th May of 2009.

Established in 2010, Investasia Capital & Asset Management Ltd. is a specialized financial services company focused to float both Open-end & Closed-END Mutual Funds for creating demand for and supply of securities and to mobilize savings of the investors of all strata of society with the ultimate goal to invest the funds in the development of capital market of Bangladesh.

Keeping the needs of the general investors, ICAML also focuses on developing and offering innovative products as admissible by the rules and regulations of Bangladesh Securities and Exchange Commission (BSEC). Besides Fund Management the ICAML also offer institutional clients' various kind of corporate advisory services.

The ICAML Team: With several professionals, ICAML team includes (1) Senior Bangladeshi professionals from the local banking and financial services industry with strong operational experience and an extensive contact base among the local business community; (2) a cadre of young professionals who have gained unique insights into the local capital markets through the application of sophisticated investment techniques and on-the-ground research.

The investment management operation of ICAML is managed by a team of investment professionals and is guided by an Investment Committee. The Investment Committee reviews the Fund portfolio selection process to ensure compliance with the objectives set out in the Trust Deed. In addition, the ICAML Investment Committee pays special regard to the BSEC guidelines regarding restriction on investments/investment limits as prescribed from time to time; these restrictions relate to single company/group investments, investments in associate companies, investments in unrated debt instruments etc. In addition, the ICAML Investment Committee also reviews the portfolio periodically to assess liquidity positions and evaluate the risk parameters and will, from time to time, rebalance the portfolio.

Brief Profiles of the Management of the Asset Manager responsible for investment of the Investasia Balanced Unit Fund:

➤ **Kaiser Islam**, Chief Executive Officer

Mr. Kaiser Islam is experienced of 22 years as securities broker, consultant and business owner Expertise in areas ranging from business administration to marketing

financial products and services to recruiting and training sales staff.

He was the founder and former Managing Director of EBL Securities Limited. He established a firm offering “one stop” full length brokerage, depository and settlement services and Sold business in 2012 to Eastern Bank Limited long-time partner at a significant profit. This company is now one of the largest Stock Brokerage in Dhaka bourse. He is recognized by clients and colleagues as a consummate professional with a high degree of personal integrity and Known for a contagious passion for excellence, a talent for resourceful business solutions, and a capacity for motivational leadership.

Mr. Kaiser Islam completed his MBA from Institute of Business Administration (IBA); University of Dhaka.

➤ **Ariful Islam**, Chief Financial Officer

Arif Islam is a highly experienced employee of ICAML. He completed his Bachelors and MBA in Accounting from Chittagong University. Also he has completed his ITP (income Tax Practitioner) and LLB from National University. Mr. Arif has worked in abroad for RFL (Pran) for more than 2 years as Senior Accountant and then upon returning to the country he joined in ICAML. Since joining ICAML, Mr. Arif Islam has been involved in different critical accounting structuring and financial management activities.

➤ **Md.Adnan Kadir**, Compliance Officer

Md. Adnan Kadir is working in Investasia Capital & Asset Management Ltd. since 2018. He is a highly dedicated employee for the Company with 7 years of experience in Asset Management. Before joining in Investasia Capital & Asset Management Ltd. He worked in other Asset Management Company. He completed his Bachelors and Masters of Business Study from National University.

➤ **Awsaf Hamim**, Research Analyst

Mr. Awsaf Hamim is currently appointed as a Research Analyst at Investasia Capital And Asset Management Ltd. He is mainly involved in the research and data analysis activities in the organization. Apart from that, he also works in preparing reports and maintaining communications within the organization. Currently he is working in the department of Research & Development. Mr. Hamim completed his Bachelors in Business Administration from North South University with Finance as his major.

➤ **Rico Richard**, Accounts Officer

Mr. Richard is a highly dedicated employee of Investasia Capital & Asset Management Ltd. and has been associated with the company for the last few years. He has completed his Bachelor's in Finance & Accounting from University of Liberal Arts and completed his MBA from Northern University Bangladesh majoring in Human Resource Management and He had completed his internship from Trust Bank Limited. During his graduation years he had participated in different trainings such as leadership skill development.

4.5 ICAML Approach to Fund Management: Highly Process-Driven Investment Approach

A flexible yet disciplined investment process is the hallmark of a professional investment management fund. Incorporating the intellectual capital and collective experience of the ICAML's senior investment professionals, ICAML has developed a 7-step investment process:

Step 1: Universe Selection: The first step of the investment process begins with identifying the universe of stocks. These stocks are then classified in four categories based on ICAML's proprietary selection methodology.

Step 2: Focus List: The universe of stocks is then narrowed down to build a prospective focus list. This step is usually done in phases. The first phase involves narrowing down the list through ICAML's proprietary filtering process. The second phase involves narrowing the list further through the fundamental research inputs.

Step 3: "Top Down" Analysis: This step involves analysis of macroeconomic trends, analysis on broad market indices, analysis of fund flow trend to formulate sector biases and sector allocations.

Step 4: "Bottoms Up" Company Analysis: This step involves a combination of individual security and financial instrument analysis based on multiple parameters, including valuation, qualitative analysis to identify business trends, competitive outlook and corporate management. These analyses are supplemented by company visits and information exchange with management.

Step 5: Portfolio Construction: The next step is to create an optimum portfolio with the goal of maximizing returns and minimizing risk.

Step 6: Risk Management: This step applies the pre-determined position limits to the portfolio, limiting sector exposure and individual stock exposure. Maintaining lower volatility is also an important concern; to this end, beta adjustment and other sophisticated risk analysis is used.

Step 7: Trade Execution: Investasia uses a combination of quantitative strategies and market information to maximize its trade executions. To this end, Investasia has selected a panel of brokers to execute its trades in an efficient and confidential manner.

4.6 Auditor of the Fund

Kazi Zahir Khan & Co., having office at Shamsunnahar & Wazi Complex, 8th floor, Suit: 9B, 31/C/1 Topkhana Road Segunbagicha Dhaka-1000, Bangladesh, shall be the first auditor of the Fund and the auditor shall be paid a service fee of Tk. 50,000.00 (Taka Fifty Thousand) only, plus VAT (if any), for the first year.

CHAPTER 5: FEES & EXPENSES

5.1 Issue and Formation Expenses

Initial issue and formation expenses shall not to exceed 3% (Three percent) of the collected fund. The issue and formation expenses will be amortized within 5 (Five) years on a straight-line method. Assuming the initial collected amount as BDT 500,000,000 (Fifty crore Taka only), the estimated expenses for the issue and formation of the Fund are presented below:

1	Formation Fee Payable to AMC	1.00%	5,000,000	Set-Fee	Formation fee to Asset Manager on Collected fund of approved fund size
2	Management Fee for Pre-scheme formation period	0.60%	3,000,000	On Scheme	Management Fee of Asset Manager for pre-scheme formation period as per BSEC directive (SEC/CMRRCD/2009-193/160) dated 28 May, 2014

3	Legal & Compliance related Expenses (Application, Registration fees etc.)	0.294%	1,468,500	100,000	BSEC Application fees
				10,00,000	BSEC Registration fees
				155,000	Trust Deed Registration related fee
				90,000	Legal advisory Fee
				75,000	CDBL Fee
				2,500	CDBL Documentation Fee
				40,000	CDBL Annual Fee
				6,000	Depository connection Fee for 12 months
4	Printing, Publication & Distribution	0.058%	290,000	290,000	Publication of abridged Version, printing of prospectus, printing forms and others documents
5	Other expenses	0.018%	90,000	90,000	Other & miscellaneous
	Total	1.97%	9,848,500		

5.2 Management Fee:

As per the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১, the Fund shall pay a management fee to the Asset Management Company

Net Asset Value	Fee
Not more than 5 (Five) crore	2.5% of Net Asset Value
More than 5 (Five) crore but Less than 25 (Twenty Five) Crore	2.0 % of Net Asset Value
More than 25 (Twenty-Five) crore but Less than 50 (Fifty)Crore	1.5% of Net Asset Value
More than 50 (Fifty) Crore	1.0 % of Net Asset Value

The Management Fee shall be charged on quarterly basis where the Net Asset Value (NAV) of the scheme shall be calculated for that period as an average of weekly NAV.

5.3 Trustee Fee:

The Trustee shall be paid an annual Trusteeship fee not exceeding 0.10% of the Net Asset value (NAV) at Fair Value of the Fund on a semi-annual basis, during the life of the Fund.

5.4 Custodian Fee:

The fees for Custodian services shall not exceed 0.10% per annum of the fair value of securities (both listed and non-listed) held by the Fund, to be calculated and paid on a semiannual-annual basis.

5.5 CDBL Fee:

The Fixed CDBL Annual Fee will be BDT 40,000.00 (forty Thousand Taka), plus applicable VAT (if any). Annual Central Depository System (CDS) Connection Fee will be BDT 6,000.00. The fees may vary as amended by the Commission from time to time.

5.6 Fund Registration and Annual Fee:

The Fund has paid BDT 10,00,000.00 (Ten Lac Taka only, 0.20% of the Initial Fund Size) to the Bangladesh Securities and Exchange Commission as registration fee. In addition, the Fund will have to pay @ 0.10% of the NAV of the Fund or BDT 1,00,000.00 (One lac Taka only),

whichever is higher, as annual fee as per the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১.

5.7 Audit Fee

The audit fee will be BDT 50,000 (Twenty Fifty Thousand Taka only) for the first accounting year and the trustee will fix the audit fees for the subsequent years.

5.8 Commission Payable to Selling Agent(s):

The Fund shall pay commission to the authorized selling agent (s) to be appointed by the Asset Manager at the rate of 0.45% -1.00% on the total sale amount of unit sales, accruable on collection basis and payable at the end of the quarter. The Selling Agent Commission will be applicable for sales of unit; not on surrender of units. If individuals are appointed as selling agents by the Asset Manager, the commission payable to them will vary and fixed as per সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১. The selling agent commission may change in future with prior approval from the Trustee.

5.9 Amortization of Issue and Formation Expenses:

An Asset Management Company shall amortize the initial issue costs of the Fund within a maximum period of five (05) years. In case of availability of profits, an AMC can amortize the initial issue expense over a shorter period than five years.

Provided that the initial issue cost of a mutual fund, or any scheme of a mutual fund, shall not exceed 3% of capital actually raised under the Fund or the scheme of the Fund. The Asset Management Company shall furnish to the Commission a detailed breakdown of the initial issue cost in the prospectus/offer document of the Fund.

5.10 Operational Expenses:

The total expense charged to the fund, except the amortization of initial issue expense, including transaction cost in the form of stock brokerage against buy and sale of securities forming a part of acquisition and disposal cost of such securities, transaction fee payable to the custodian against acquisition or disposal of securities, the annual registration fees payable to the Commission, Audit Fees, cost for publication of reports and periodicals, bank charge, etc. shall not exceed 4% (Four percent) of the weekly average net asset value during any accounting year.

5.11 Periodical disclosures

- I. The Fund, Asset Manager, Trustee, Custodian and sponsor of the Fund shall make such disclosures or submit such documents as may be called upon to do so by the Commission.
- II. Without prejudice to the generality of the directions in the Sub-Rule (1) above, the Fund shall furnish to the Commission the following reports, namely;
 - (a) A duly audited annual financial statements including statement of financial position, statement of profit or loss and other comprehensive income, statement of cash flows, statement of changes in unit holders' equity, and accompanying accounting policies and notes to the financial statements of the fund, and for each scheme of the Fund, once a year, within 03 (three) months from the end of the financial year;
 - (b) Quarterly un-audited financial statements within 30 (thirty) days from the end of the quarter of the financial year; and
 - (c) A monthly statement of portfolios, including changes therein from the previous period, for a mutual fund, or a scheme of a mutual fund, within 7 (seven) days from the end of the month.

(d) For an open-end mutual fund, the Asset Management Company shall publish a monthly statement to the Commission, within 7 (seven) days from the end of the month, reporting new units sold, capital fund received, units repurchased and capital redeemed for every business day of the month.

- III. A mutual fund shall, before expiry of 30 (thirty) days from the end of each quarter, send to all unit holders a complete statement of portfolios of a scheme as specified in Annexure-A of (Directive No. BSEC/CMRRCD/2009-193/09- Date: 06 September 2020) and shall upload the same on its website.
- IV. A mutual fund shall, within 30 (thirty) days from the end of a quarter, publish its un-audited quarterly financial statements on its website.
- V. The Fund shall, before expiry of 7 (seven) days from the end of each month, disclose for all unit holders a complete statement of portfolios of the Fund, or a scheme of the Fund, in the prescribed form and shall upload the same on its website.
- VI. Adequate disclosure shall be made with respect to provision (or reversal of provision) for diminution (or appreciation) in fair value of investments in securities. The excess of fair value over cost of investments in securities, if true in aggregate, shall be reported as an 'other comprehensive income' in the Statement of Profit or Loss or Other Comprehensive Income and not be a part of earnings for the period.
- VII. A Mutual Fund shall make a full disclosure of the provision for diminution in fair value of investments in the statement of changes in unit holders equity specifically showing changes in the provision account during the period.
- VIII. The Asset Manager shall, if applicable, periodically disclose the following, namely:
 - a. information about the net asset value of the Fund daily;
 - b. disclosures specified under Rule 70 of the বিধিমালা.

CHAPTER 6: SIZE OF THE FUND, TAX AND RIGHTS OF UNIT HOLDERS

6.1 Size of Issue

The initial size of the Fund shall be BDT 500,000,000.00 (Fifty Crore Taka only) divided into 50,000,000 (Five Crore) units of BDT 10.00 (Ten Taka) each which may be increased from time to time by the Asset Manager subject to approval of the Trustee with due intimation to the Commission till liquidation of the Fund. The initial distribution of the Fund's unit holding shall be as follows:

Subscribers	No. of Units	Face Value (BDT/Unit)	Amount (BDT)	Remarks
Sponsor (Investasia Capital & Asset Management Ltd.)	5,000,000	10.00	50,000,000.00	Subscribed
General investors	45,000,000	10.00	450,000,000.00	To be subscribed
Total	50,000,000	10.00	500,000,000.00	

6.2 Sponsor's Subscription

Investasia Capital & Asset Management Ltd, the Sponsor, has already subscribed BDT 50,000,000.00 (Five Crore Taka only) for 5,000,000 (Fifty lac) units of BDT 10.00 (ten) each (at

par) on January 29, 2023, the effective date as per বিধিমালা.

6.3 Tax

Investment in this Fund by individual investors will enjoy tax exemption benefit under Section 44(2) of the Income Tax Ordinance, 1984. Country's Finance Act and Government's tax policies will always determine the tax benefits from investment in mutual funds.

6.4 Rights of the Unit holders

Voting Rights

All the unit holders shall have usual voting rights. Voting right can be exercised in person or by proxy in a meeting held in connection with any proposal to amend the characteristics of the Fund or any other agenda of meeting called by the Trustee in the circumstances mentioned in the Trust Deed or the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১. In case of show of hands, every unit holder present in person or/ and by proxy shall have only one vote. In case of poll, every unit holder present in person and /or by a proxy shall have one vote for every unit of which he/she is the holder.

Transfer of Units

Units of the Fund are transferable by way of inheritance/gift and/or by specific operation of law.

Dividend

All the unit holders have equal but proportionate right in respect of dividend. Dividend will be paid in Bangladeshi Taka only.

Periodic Information

All the Unit holders of the Fund shall have the right to receive the annual report and audited accounts of the Fund. Moreover, the Unit holders shall be informed of the NAV of the Fund on weekly basis through newspaper, the website of the Asset Manager, the Selling Agent (s) to be appointed by the Asset Manager from time to time and any other means as the Asset Manager may deem fit.

Accounts and Information

The Fund's financial year will be closed on June 30th every year or as determined from the Commission. Annual report or major head of income & expenditure account and balance sheet (in line with schedule VI of the সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১) will be published within 45 (forty-five) days from the closure of each accounting year.

Beneficial Interest

The unit holders shall preserve only the beneficial interest in the trust properties on pro rata basis of their ownership of the respective schemes.

CHAPTER 7: UNITS SUBSCRIPTION

Terms and Conditions of Unit Subscription

- i. The Units of the Fund may be bought/ surrendered through Investasia Capital & Asset Management Ltd. and authorized selling agents appointed by Investasia Capital & Asset Management Ltd. from time to time and any other procedure as prescribed by the Asset Manager.
- ii. Application must be made by an individual (both resident and non-resident), a corporation or company (both local and foreign), a trust or a society (registered in or outside Bangladesh) and not by minor or person of unsound mind. Applications from the Insurance Companies, Financial or Capital Market Intermediaries or any other Companies must be accompanied by Memorandum and Articles of Association.
- iii. Joint application by two persons is acceptable. In such cases, registration and issuance of Confirmation of Unit Allocation will be in favor of principal applicant while dividend and other benefits, if any, will be addressed to bank account of principal applicant mentioned in the application form/bank account mentioned in BO account. In case of the death of any of the joint holders, only the survivor shall be recognized as having any title of the Units. On death of both the joint holders, the title of the Units will be best owed upon the nominee mentioned in the application form.
- iv. Minimum purchase amount during public subscription is–
 - For individual investors: BDT 5,000.00 (Five Thousand Taka) against 500 units
 - For institutional investors: BDT 50,000.00 (Fifty Thousand Taka) against 5,000 units
 The minimum subscription amount for the individual or institution may change in the future upon due approval from the trustee.
- v. Application for purchase of Units should be accompanied by an account payee cheque / pay order / bank draft / BEFTN/RTGS/IBFT or any other process as approved by the regulatory authority in favor of “Investasia Balanced Unit Fund” for the total value of the Units.
- vi. After clearance/encashment of cheque/ pay order / bank draft / BEFTN/RTGS/IBFT or any other process as approved by the regulatory authority, the applicant will be issued with a “Confirmation of Unit Allocation” against every purchase of Unit she/she/ the institutional investor applies for.
- vii. Partial surrender is allowed without any additional cost subject to minimum surrender quantity is 500 Units for individuals and 5,000 units for institutions. Upon partial surrender, the Unit holder(s) will be issued with a new Confirmation of Unit Allocation representing the balance of his/her/their Unit holding.
- viii. The Units may be transferred by way of inheritance / gift and / or by specific operation of the law. In case of transfer, the Fund may charge a nominal fee as decided by the Asset Manager from time to time except in the case of transfer by way of inheritance.
- ix. Dividend may be delivered in cash or by way of Units under Cumulative Investment Plan (CIP) as the applicant gives option in the application form.
- x. All payments /receipts in connection with or arising out of transactions of the Units applied for shall be in Bangladeshi Taka.

APPLICATIONS NOT IN CONFORMITY WITH THE ABOVE REQUIREMENTS ARE LIABLE TO BE REJECTED

CHAPTER8: SALES AGENT, BANKER & FORMS

8.1 Name of the Sales Agents

The following organizations have been appointed initially to act as the sales agents of the mutual fund by the asset manager:

Sl. No.	Name of the Selling Agents	Type of Business
1	Investasia Capital & Asset Management Ltd.	Asset Management Company

The asset manager in future may appoint other organizations as its agent or cancel any of the agents named above subject to approval of the Trustee and with due intimation to the BSEC. In addition to that, individuals will also be eligible to work as Sales Agent to be appointed by the Asset Manager as per সিকিউরিটিজ ও এক্সচেঞ্জ কমিশন (মিউচুয়ালফান্ড) বিধিমালা, ২০০১.

8.2 Details of the Sales Agents

Investasia Capital & Asset Management Ltd. Shareef mansion (7th Floor), 56-57, Motijheel C/A, Dhaka-1000, Bangladesh. Tel: +8809678367367

8.3 Banker

The public subscription money collected from the investors through the Selling Agents will be remitted to the following bank accounts;

Sl No.	Account Name	Currency	Account Number	Bank	Branch
01	Investasia Balanced Unit Fund – ESCROW A/C	BDT	0183000001751	One Bank Limited	Banani Branch,

8.4 Forms

Specimen copies of the following forms are given in the following pages:

- Application Form to Purchase Units, Individual
- Application Form to Purchase Units, Institution
- Surrender/Repurchase Form
- Transfer form

INVESTASIA BALANCED UNIT FUND

Asset Manager: INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED
APPLICATION FORM TO PURCHASE UNITS - INDIVIDUAL (NON SIP)
 (Please Read the "Terms & Conditions" Carefully)



To,
 CEO
 INVESTASIA CAPITAL & ASSET
 MANAGEMENT LIMITED
 Shareef Mansion, (7th Floor),
 56-57, Motijheel C/A,
 Dhaka-1000, Bangladesh

FOR OFFICE USE ONLY

Registration No.: _____
 Sale No.: _____
 Selling Agent's Signature & ID: _____
 Authorized Person's Signature: _____

(Please fill up the Form in BLOCK LETTERS)

I / we would like to purchase _____ units of the INVESTASIA BALANCED UNIT FUND at a price of BDT _____ per unit, prevailing on the sale date. I / we have enclosed the following instrument(s) with this application:

Cheque / P.O. / D.D. No.: _____ Bank: _____ Branch: _____

Total amount of BDT _____ (In words _____)

I / We would like to meet my / our following financial goals (✓):

☐ Dream Home ☐ Children's Education ☐ Children's Marriage ☐ Retirement ☐ Others _____ By Year: _____

PRINCIPAL APPLICANT
☐ Mr.

☐ Mrs.

☐ Ms.

Name: _____

Father: _____ Mother: _____

Spouse: _____ Occupation: _____ Date of Birth: DD / MM / YYYY

Contact No: _____ E-Mail: _____ Nationality: _____

Present Address: _____

Permanent Address: _____

National ID / Passport: _____ E-Tin: _____ Fund Registration Number (If Any): _____

Bank: _____ Branch: _____ A/C No.: _____

BO A/C No.: _____

Dividend Option: ☐ Cash ☐ CIP (In the form of Units) **Sale Proceeds Options:** ☐ BEFTN ☐ Cheque **Mode of Communication:** ☐ Phone ☐ Email

JOINT APPLICANT (if any)
☐ Mr.

☐ Mrs.

☐ Ms.

Name: _____

Father: _____ Mother: _____

Spouse: _____ Occupation: _____ Date of Birth: DD / MM / YYYY

Contact No: _____ E-Mail: _____ Nationality: _____

Present Address: _____

Permanent Address: _____

National ID / Passport: _____ E-Tin: _____ Fund Registration Number (If Any): _____

ACKNOWLEDGEMENT SLIP

Certified that this selling agent has received following instruments for an amount of BDT _____ (In Words _____) from Mr. / Mrs. / Ms. _____ and Mr. / Mrs. / Ms. _____

being the application money for _____ units of INVESTASIA BALANCED UNIT FUND:

Cheque/P.O/D.D. No. : _____ Bank: _____ Branch: _____

Selling Agent's Signature (With Seal):
 Selling Agent's ID No: _____

Sale Number: _____

Authorized Person's Signature:
 Name & Designation: _____

INVESTASIA BALANCED UNIT FUND

NOMINEE 1 (if any)

☐ Mr.
 ☐ Mrs.
 ☐ Ms.

Name:

Address:

Contact No: E-Mail: Date of Birth:

National ID / Passport: Relationship with A/C Holder: % of Holding Units:

NOMINEE 2 (if any)

☐ Mr.
 ☐ Mrs.
 ☐ Ms.

Name:

Address:

Contact No: E-Mail: Date of Birth:

National ID / Passport: Relationship with A/C Holder: % of Holding Units:

GUARDIANS (if Nominee is a Minor)

☐ Mr.
 ☐ Mrs.
 ☐ Ms.

Name:

National ID / Passport: Relationship with Nominee: Contact:

Address:

ENCLOSED DOCUMENTS

- ☐ NID / Passport / Birth Certificate (Applicants, Nominee, Guardian (if applicable))
 ☐ E-Tin Certificate (Applicant)
- ☐ Passport Size Photograph (2 – Applicant ; 1 – Nominee & Guardian)
 ☐ Photocopy of Blank Cheque Leaf/Bank Statement

PHOTOGRAPHS & SIGNATURES

PRINCIPAL APPLICANT	JOINT APPLICANT	1 ST NOMINEE (Attested by Principal Applicant)	2 ND NOMINEE (Attested by Principal Applicant)	GUARDIAN (Attested by Principal Applicant)
---------------------	-----------------	--	--	---

TERMS & CONDITIONS, FUNDAMENTALS OF MUTUAL FUND

I / We confirm that I / we have received the acknowledgement slip against my / our investment in INVESTASIA BALANCED UNIT FUND and agree that I / We will abide by the Terms & Conditions, which may be altered, replaced and modified from time to time by INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED. I / We also understand the Fundamentals of Mutual Fund enclosed with this application form.

SIGNATURES:

Principal Applicant Joint Applicant 1st Nominee 2nd Nominee Guardian

FOR OFFICE USE ONLY
CUSTOMER SERVICE DEPARTMENT:

Pending Documents Details:

Name: Designation: Signature:

Date:

INVESTASIA BALANCED UNIT FUND

I / We would like to meet my / our following financial goals (✓):

- ☐ Dream Home
 ☐ Children's Education
 ☐ Children's Marriage
 ☐ Retirement
 ☐ Others By Year:
- Dividend Option:** ☐ Cash ☐ CIP (In the form of Units)
 Sale Proceeds Options: ☐ BEFTN ☐ Cheque
 Mode of Communication: ☐ Phone ☐ Email
- For Joint Investment:** Mode of Operation: ☐ Singly ☐ Joint

INVESTASIA BALANCED UNIT FUND**TERMS & CONDITIONS**

1. The Units of INVESTASIA BALANCED UNIT FUND, hereinafter referred to as the “Fund”, may be bought & surrendered through Investasia Capital & Asset Management Limited and/or any authorized selling agents appointed by INVESTASIA from time to time.
2. The application may be made by an individual (both resident and non-resident), other eligible investors (both local and foreign), a trust or a society (registered in or outside of Bangladesh) and not by a minor or person of unsound mind.
3. Minimum purchase and surrender amount is 500 (Five hundred) Units for the individual investors and 5,000 (Five Thousand) Units for the institutional investors.
4. Joint application is acceptable by two persons for individual investment. Registration and Unit allocation will be in favour of principal applicant while dividend and other benefits, if any, will be addressed to the bank account of principal applicant mentioned in the application form. In case of death of any of the joint account holders, only the survivor shall be recognized as having any title of the Units. On the death of both the joint account holders, the Units will bestow upon the nominee (if any) as mentioned in the application form.
5. Units can be surrendered on all business days except Thursday and during the book closure period/record date of the fund.
6. Surrender of Units should be done by transferring units from unit-holder's BO account to Mutual Fund's designated BO account.
7. Partial surrender is allowed subject to minimum surrender quantity as 100 (One Hundred) units for individuals and 2,500 (Two Thousand Five Hundred) units for institutions. Upon partial surrender, a new Confirmation of Unit Allocation will be issued in favour of the Unit holder representing the balance amount of holding units.
8. Application for purchase of units should be accompanied by account-payee cheque / pay-order / bank draft / online fund transfer as approved by the regulatory authority in favor of Investasia Capital & Asset Management Limited.
9. After clearance/encashment of DDI (Direct Debit Instruction) / cheque / bank draft / pay order / online fund transfer, the units will be allocated in favour of the principal applicant against every purchase with a denomination of the number of units proportionate to the prevailing NAV (Net Asset Value) of the week. The units will be credited to the unit holder's BO Account in demat form.
10. The Units may be transferred by way of inheritance/gift and/or by the specific operation of the law. In case of transfer, the mutual fund may charge a nominal fee as decided by the asset manager from time to time except in the case of transfer by way of inheritance.
11. The dividend may be delivered in cash or by way of Units under Cumulative Investment Plan (CIP) as the applicant mentioned in the application form.
12. All payment receipts in connection with or arising out of transactions of the Units shall be in Bangladeshi Taka (BDT).

INVESTASIA BALANCED UNIT FUND

FUNDAMENTALS OF MUTUAL FUND

I / We understand and am/are aware of the following basic points about mutual fund investment:

আমি / আমরা মিউচুয়াল ফান্ড সম্পর্কিত নিম্নোক্ত বিষয়গুলো সম্পর্কে অবগত -

1. Mutual Fund is a long-term wealth accumulation tool.

মিউচুয়াল ফান্ড একটি দীর্ঘ মেয়াদী সম্পদ বৃদ্ধিকারী মাধ্যম।

2. The longer an investor stays with a mutual fund, the greater benefit s/he is expected to derive.

একজন বিনিয়োগকারী যত বেশি সময় মিউচুয়াল ফান্ডে টাকা রাখেন, তার ততো বেশি লাভের সম্ভাবনা থাকে।

3. A mutual fund does not give return at fixed rate.

মিউচুয়াল ফান্ড কোন নির্দিষ্ট হারে মুনাফা প্রদান করেনা।

4. In short term, upward/downward movements of the Net Asset Value (NAV) of mutual fund is a natural phenomenon of investment.

স্বল্পমেয়াদে মিউচুয়াল ফান্ড ব্যবস্থাপনার Net Asset Value এর উর্ধ্বমুখী / নিম্নমুখী পরিবর্তন একটি স্বাভাবিক প্রবণতা।

5. By regulation, investments of mutual fund are done in diverse assets and as a result, investment risks are mitigated.

মিউচুয়াল ফান্ড ব্যবস্থাপনার আইন অনুযায়ী ফান্ডের অর্থ ভিন্ন ভিন্ন খাতে বিনিয়োগ করতে হয় এবং এর ফলে বিনিয়োগ ঝুঁকি হ্রাস পায়।

6. Tax Advantages* for the individual investors:

ব্যক্তিগত বিনিয়োগকারীদের জন্য কর সুবিধা -

- No tax against income up to BDT 25,000.

মিউচুয়াল ফান্ড থেকে ২৫,০০০ টাকা পর্যন্ত আয়ের উপর কোনো কর প্রযোজ্য নয়।

- Allowable Investment for tax rebate.

এটি কর ছাড়ের (Tax Rebate) জন্য একটি বিধি সঙ্গত বিনিয়োগ।

- According to Income Tax Ordinance, 1984 and as provisioned in Budget for FY 2021-2022. This is subject to change as provisions of prevalent budget.

*আমর দেশ, ১৯৮৪ এবং ২০২১-২০২২ অর্থ বছরের বাজেটের বিধান অনুযায়ী। প্রচলিত বাজেট অনুযায়ী পরিবর্তনযোগ্য।

Asset Manager: INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED.
APPLICATION FORM TO PURCHASE UNITS - INSTITUTION (NON SIP)
(Please Read the "Terms & Conditions" Carefully)

FOR OFFICE USE ONLY

Authorized Person's Signature:.....

(Please fill up the Form in BLOCK LETTERS)

Total amount of BDT _____ (In words _____)

Name of CEO / MD:

Name	Designation	Contact	Signature

Dividend Option: ☐ Cash ☐ CIP (In the form of Units) **Sale Proceeds Options:** ☐ BEFTN ☐ Cheque **Mode of Communication:** ☐ Phone ☐ Email

ACKNOWLEDGEMENT SLIP

Cheque/P.O/D.D. No. : _____ Bank: _____ Branch: _____

Authorized Person's Signature:
Name & Designation:

INVESTASIA BALANCED UNIT FUND

PHOTOGRAPHS & SIGNATURES

CEO / MD	1st Authorized Person	2nd Authorized Person	3rd Authorized Person
----------	-----------------------	-----------------------	-----------------------

ENCLOSED DOCUMENTS

- | | | |
|---|--|--|
| <input type="checkbox"/> Memorandum & Article of Association | <input type="checkbox"/> Extract of Board Resolution | <input type="checkbox"/> Power of Attorney |
| <input type="checkbox"/> Certification of Incorporation | <input type="checkbox"/> E-TIN Number | <input type="checkbox"/> Updated Form XII |
| <input type="checkbox"/> NID / Passport of Authorized Person(s) | <input type="checkbox"/> Trade License / Trust Deed | |

TERMS & CONDITIONS, FUNDAMENTALS OF MUTUAL FUND

I / We confirm that I / we have received the acknowledgement slip against my / our investment in INVESTASIA BALANCED UNIT FUND and agree that I / We will abide by the Terms & Conditions, which may be altered, replaced and modified from time to time by INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED. I / We also understand the Fundamentals of Mutual Fund enclosed with this application form.

Signatures:

 1st Authorized Person

 2nd Authorized Person

 3rd Authorized Person

I have explained the "Terms & Conditions" and "Fundamentals of Mutual Fund" to this Investor.

 Date of Application: DD / MM / YYYY

Selling Agent's Signature: _____

FOR OFFICE USE ONLY
CUSTOMER SERVICE DEPARTMENT:

 Date: DD / MM / YYYY

Pending Documents Details: _____

Name: _____ Designation: _____ Signature: _____

INVESTASIA BALANCED UNIT FUND
Mode of Operation: Singly By: _____ Jointly By: _____

Dividend Option: ☐ Cash ☐ CIP (In the form of Units) **Sale Proceeds Options:** ☐ BEFTN ☐ Cheque **Mode of Communication:** ☐ Phone ☐ Email

INVESTASIA BALANCED UNIT FUND**TERMS & CONDITIONS**

1. The Units of INVESTASIA BALANCED UNIT FUND, hereinafter referred to as the “Fund”, may be bought & surrendered through Investasia Capital & Asset Management Limited and/or any authorized selling agents appointed by Investasia from time to time.
2. The application may be made by an individual (both resident and non-resident), other eligible investors (both local and foreign), a trust or a society (registered in or outside of Bangladesh) and not by a minor or person of unsound mind.
3. Minimum purchase and surrender amount is 500 (Five hundred) Units for the individual investors and 5,000 (Five Thousand) Units for the institutional investors.
4. Joint application is acceptable by two persons for individual investment. Registration and Unit allocation will be in favour of principal applicant while dividend and other benefits, if any, will be addressed to the bank account of principal applicant mentioned in the application form. In case of death of any of the joint account holders, only the survivor shall be recognized as having any title of the Units. On the death of both the joint account holders, the Units will bestow upon the nominee (if any) as mentioned in the application form.
5. Units can be surrendered on all business days except Thursday and during the book closure period/record date of the fund.
6. Surrender of Units should be done by transferring units from unit-holder's BO account to Mutual Fund's designated BO account.
7. Partial surrender is allowed subject to minimum surrender quantity as 100 (One hundred) units for individuals and 2,500 (Two Thousand Five Hundred) units for institutions. Upon partial surrender, a new Confirmation of Unit Allocation will be issued in favour of the Unit holder representing the balance amount of holding units.
8. Application for purchase of units should be accompanied by account-payee cheque / pay-order / bank draft / online fund transfer as approved by the regulatory authority in favour of Investasia Capital & Asset Management Limited.
9. After clearance/encashment of DDI (Direct Debit Instruction) / cheque / bank draft / pay order / online fund transfer, the units will be allocated in favour of the principal applicant against every purchase with a denomination of the number of units proportionate to the prevailing NAV (Net Asset Value) of the week. The units will be credited to the unit holder's BO Account in demat form.
10. The Units may be transferred by way of inheritance/gift and/or by the specific operation of the law. In case of transfer, the mutual fund may charge a nominal fee as decided by the asset manager from time to time except in the case of transfer by way of inheritance.
11. The dividend may be delivered in cash or by way of Units under Cumulative Investment Plan (CIP) as the applicant mentioned in the application form.
12. All payment receipts in connection with or arising out of transactions of the Units shall be in Bangladeshi Taka (BDT).

INVESTASIA BALANCED UNIT FUND
FUNDAMENTALS OF MUTUAL FUND

I / We understand and am/are aware of the following basic points about mutual fund investment:

আমি / আমরা মিউচুয়াল ফান্ড সম্পর্কিত নিম্নোক্ত বিষয়গুলো সস্বল্পে অবগত -

1. Mutual Fund is a long-term wealth accumulation tool.

মিউচুয়াল ফান্ড একটি দীর্ঘ মেয়াদী সম্পদ বৃদ্ধিকারী মাধ্যম।

2. The longer an investor stays with a mutual fund, the greater benefit s/he is expected to derive.

একজন বিনিয়োগকারী যত বেশি সময় মিউচুয়াল ফান্ডে টাকা রাখেন, তার ততো বেশি লাভের সম্ভাবনা থাকে।

3. A mutual fund does not give return at fixed rate.

মিউচুয়াল ফান্ড কোন নির্দিষ্ট হারে মুনাফা প্রদান করেনা।

4. In short term, upward/downward movements of the Net Asset Value (NAV) of mutual fund is a natural phenomenon of investment.

স্বল্পমেয়াদে মিউচুয়াল ফান্ড ব্যবস্থাপনায় Net Asset Value এর উত্থমুখী / নিম্নমুখী পরিবর্তন একটি স্বাভাবিক প্রবণতা।

5. By regulation, investments of mutual fund are done in diverse assets and as a result, investment risks are mitigated.

মিউচুয়াল ফান্ড ব্যবস্থাপনার আইন অনুযায়ী ফান্ডের অর্থ ভিন্ন ভিন্ন খাতে বিনিয়োগ করতে হয় এবং এর ফলে বিনিয়োগ ঝুঁকি হ্রাস পায়।

6. Tax Advantages* for the individual investors:

ব্যক্তিগত বিনিয়োগকারীদের জন্য কর সুবিধা -

- No tax against income up to BDT 25,000.

মিউচুয়াল ফান্ড থেকে ২৫,০০০ টাকা পর্যন্ত আয়ের উপর কোনো কর প্রযোজ্য নয়।

- Allowable Investment for tax rebate.

এটি কর ছাড়ের (Tax Rebate) জন্য একটি বিধি সংগত বিনিয়োগ।

- According to Income Tax Ordinance, 1984 and as provisioned in Budget for FY 2021-2022. This is subject to change as provisions of prevalent budget.

*আমরকর অধ্যাদেশ, ১৯৮৪ এবং ২০২০-২০২১ অর্থ বছরের বাজেটের বিধান অনুযায়ী। প্রচলিত বাজেট অনুযায়ী পরিবর্তনযোগ্য।

INVESTASIA BALANCED UNIT FUND

Asset Manager: INVESTASIA CAPITAL & ASSET MANAGEMENT LIMITED
REPURCHASE / SURRENDER FORM
 (Please Read the "Terms & Conditions" Carefully)



To,
 CEO
 INVESTASIA CAPITAL & ASSET
 MANAGEMENT LIMITED
 Shareef mansion (7th Floor)
 56-57, Motijheel C/A,
 Dhaka-1000, Bangladesh

FOR OFFICE USE ONLY

Registration No: _____
 Sale No: _____
 Selling Agent's Signature & ID: _____
 Authorized Person's Signature: _____

(Please fill up the Form in BLOCK LETTERS)

Registration Number: _____

I / we _____, address (if changed) _____

am / are the holder(s) of _____ units of INVESTASIA BALANCED UNIT FUND. I / we would like to surrender
 _____ units (In Words: _____) at the Surrender /

Repurchase price of BDT _____ per unit as declared by the Asset Manager on _____ DD / MM / YYYY

My / Our surrender request is summarized below:

Sl #	Confirmation of Unit Allocation No.	# of Units Held	Units to be Surrendered		
			No. of Units	Surrender / Repurchase Price BDT/ Unit	Total Surrender Value

I / we attach herewith the above mentioned confirmation of unit allocation(s). Please issue an account payee cheque / BEFTN in favour of me / us for total surrender amount and issue a confirmation of balance units, if any.

Date: _____ DD / MM / YYYY

Principal Applicant's Signature _____

Joint Applicant's Signature _____

BROKER INFORMATION

Name: _____
 Contact Person: _____ Contact No.: _____
 E-Mail: _____ DP ID: _____

WITNESS

<p>1 Signature: _____</p> <p>Name: _____</p> <p>Father's / Spouse Name: _____</p> <p>Address: _____</p>	<p>2 Signature: _____</p> <p>Name: _____</p> <p>Father's / Spouse Name: _____</p> <p>Address: _____</p>
---	---

ACKNOWLEDGEMENT SLIP

Certified that this selling agent has received a request for Transferring _____ units of INVESTASIA BALANCED UNIT FUND from _____ to _____.

Confirmation of Unit Allocation: _____ Holding Quantity: _____ Surrender Quantity: _____

Issuing Officer's Signature :
 Date: _____

Surrender Number: _____

Authorized Person's Signature:
 Name: _____
 Designation: _____

INVESTASIA BALANCED UNIT FUND

TERMS & CONDITIONS

I / We confirm that I / we have received the acknowledgement slip against my / our surrender request in INVESTASIA BALANCED UNIT FUND. I / We will abide by the "Terms & Conditions", which may be altered, replace and modified from time to time by Investasia Capital & Asset Management Limited.

Date:

Principal Applicant

Joint Applicant

FOR OFFICE USE ONLY

Cheque No.: Bank: Date:
 Amount: In Word:
 Issued in Favor of:

For Balance Unit (if any):

Reg No.: Surrender No.:
 No. of Units: Confirmation of Unit Allocation No.:

CHECKS & VERIFICATION

Date:

Checked and Verified By:

Signature:

SEAL & SIGNATURE OF ISSUING OFFICE**TERMS & CONDITIONS**

- The Units of INVESTASIA BALANCED UNIT FUND, hereinafter referred to as the Fund, may be bought through Investasia Capital & Asset Management Limited and authorized selling agents appointed by Investasia from time to time Surrender of Units is allowed only through Investasia or the Selling agents appointed by Investasia from time to time.
- Units may be surrendered on all working days except last working day of the week and during the book closure period/record date of the fund.
- Minimum surrender quantity is 500 (Five Hundred) Units for individual and 5,000 (Five Thousand) Units for Institutional Unit holders.
- Partial surrender is allowed without any additional cost subject to minimum surrender quantity of 100 (One Hundred) Units for individuals and 2,500 (Two Thousand Five Hundred) units for institutions upon particular surrender, the unit holder will be issued with a new Confirmation representing the balance of his / her unit holding.
- Unit holder is required to attach the Confirmation of Unit Allocation Letter(s) he/she/the institution wants to surrender along with this surrender form.
- After verification of authenticity of Confirmation of Unit Allocation Letter(s) account payee cheque / BEFTN for surrender amount will be issued in favor of unit holder within maximum of five working days. In case of joint holding, account payee cheque will be issued / made in favor of principal holder.

Investasia Capital & Asset Management Limited
 Shareef Mansion, (7th Floor), 56-57, Motijheel C/A, Dhaka -1000, Bangladesh | Website: www.investasiabd.com | Email: info@investasiabd.com

INVESTASIA BALANCED UNIT FUND

BROKER INFORMATION

Name:

Contact Person: Contact No.:

E-Mail: DP ID:

WITNESS

<p>1 Signature: <input type="text"/></p> <p>Name: <input type="text"/></p> <p>Father's / Spouse Name: <input type="text"/></p> <p>Address: <input type="text"/></p>	<p>2 Signature: <input type="text"/></p> <p>Name: <input type="text"/></p> <p>Father's / Spouse Name: <input type="text"/></p> <p>Address: <input type="text"/></p>
---	---

Signature of Transferor

Signature of Transferee

PHOTOGRAPHS & SIGNATURES

TRANSFEROR	TRANSFEE	NOMINEE
------------	----------	---------

FOR OFFICE USE ONLY

Transferee's Registration No: _____ Transfer No: _____

Confirmation of Unit Allocation: _____ No. of Units: _____ Certificate No.: _____

SEAL AND SIGNATURE OF ISSUING OFFICE

I / We confirm that I / we have received the acknowledgement slip and do hereby agree to accept and take the said Confirmation of Unit Allocation on the same terms and conditions on which they were held by the said transferor.

SIGNATURE: _____

Seal:

TERMS & CONDITIONS

- The Units may be transferred by way of inheritance/gift and/or by specific operation of the law. In case of transfer, the fund will charge a nominal fee as decided by Investasia Capital & Asset Management Limited from time to time except in the case of transfer by way of inheritance.
- Transfer of Units is allowed through the Selling Agents and the Asset Manager only.
- The Units will be transferred on all working days except the last working day of the week and during the book closer period / record date of the Fund.
- The Confirmation of Unit Allocation(s) of the transferor is/are required to be attached with the Transfer Form.
- After verification of authenticity of the transferor's Confirmation of Unit Allocation(s) as well as the information provided in the transfer Form, the Asset Manager will deliver the new Confirmation of Unit Allocation in the name of Transferee within a period of five working days.
- The conditions applicable for initial Confirmation of Unit Allocation will apply even after transfer of Units in the name of Transferee.

Investasia Capital & Asset Management Limited

Shareef Mansion, (7th Floor), 56-57, Motijheel C/A, Dhaka -1000, Bangladesh | Website: www.investasiabd.com | Email: info@investasiabd.com