



**MUTUAL FUNDS APPLICATION FORM (INDIVIDUAL)**

**KINDLY SELECT THE (FUNDS) YOU WOULD LIKE TO INVEST IN**

NAME OF MUTUAL FUND	TICK
LOTUS HALAL INVESTMENT FUND	<input type="checkbox"/>
LOTUS HALAL FIXED INCOME FUND	<input type="checkbox"/>

**PIX**

**PIX**

N(AMOUNT)  IN WORDS

**PERSONAL DETAILS OF APPLICANT(S)**

NAME  SURNAME  FIRST NAME  OTHERS NAME

Date Of Birth  D  D  M  M  Y  Y  Y  Y Gender  Male  Female

NAME OF MINOR  SURNAME  FIRST NAME  OTHER NAMES

Date Of Birth  D  D  M  M  Y  Y  Y  Y Gender  Male  Female

RESIDENTIAL ADDRESS

HOUSE NUMBER  STREET NAME

NEAREST BUS-STOP

CITY / TOWN

STATE, COUNTRY

MOBILE PHONE 1  MOBILE PHONE 2

EMAIL ADDRESS

MARITAL STATUS  SINGLE  MARRIED  DIVORCED  WIDOWED

PLACE AND COUNTRY OF BIRTH

RELIGION  MOTHER'S MAIDEN NAME

STATE OF ORIGIN  LGA

NATIONALITY

DO YOU HAVE DUAL CITIZENSHIP?  YES  NO IF YES, PLEASE STATE SECOND NATIONALITY

DO YOU HAVE IMMIGRANT STATUS IN OR ARE YOU A RESIDENT OF ANOTHER COUNTRY I.E ARE YOU A PERMANENT RESIDENT, GREEN CARD HOLDER OR RESIDENT ALIEN?  
 YES  NO IF YES, PLEASE STATE THE COUNTRY

RESIDENCY STATUS  PERMANENT  TEMPORARY RESIDENT PERMIT NO

PERMIT ISSUE DATE  EXPIRY DATE

I CONFIRM I AM NOT A US CITIZEN

ID TYPE  INTERNATIONAL PASSPORT  DRIVERS LICENCE  NATIONAL ID CARD  PERMANENT VOTER'S CARD  OTHERS

IF OTHERS PLEASE SPECIFY

ID NUMBER

ISSUE DATE  PERMIT ISSUE DATE

PLACE OF ISSUE

ONLINE ACCESS TO ACCOUNT  YES  NO

PREFERRED MODE FOR CORRESPONDENCE?  POST  E-MAIL  IN PERSON  HOLD MAILS

SIGNATURE SPECIMEN OF APPLICANT

**EMPLOYMENT DETAILS**

EMPLOYMENT STATUS  SALARIED EMPLOYMENT  SELF EMPLOYED  RETIRED  UNEMPLOYED

DATE OF EMPLOYMENT

OCCUPATION

EMPLOYER'S NAME

INDUSTRY

EMPLOYER'S ADDRESS

STREET NAME

CITY / TOWN  STATE, COUNTRY

ANNUAL INCOME  N100,000 – N1 MILLION  N1 MILLION – N5 MILLION  N5 MILLION – N10 MILLION  N10 MILLION – N15 MILLION  N15 MILLION AND ABOVE

OFFICE PHONE NUMBER

**NEXT OF KIN**

TITLE  GENDER  MALE  FEMALE DATE OF BIRTH

FIRST NAME  OTHER NAME

SURNAME

RELATIONSHIP

MOBILE PHONE

EMAIL ADDRESS

CONTACT ADDRESS

HOUSE NUMBER  STREET NAME

CITY / TOWN  STATE, COUNTRY

**INVESTMENT RETURNS**

**ARE YOU AN EXISTING SUBSCRIBER?**

YES  NO

**INVESTMENT HORIZON**

30-90 DAYS  180-365 DAYS  1 YEAR & ABOVE

**HOW WOULD YOU WANT YOUR DIVIDEND PAYMENT?**

RE-INVEST IN FUND  PAY OUT

**TAX IDENTIFICATION NUMBER (TIN)**

We hereby instruct LOTUS CAPITAL LIMITED to make direct transfer(s) into my account details as shown below

**BANK DETAILS**

ACCOUNT NAME

BANK NAME

BRANCH NAME

ACCOUNT NUMBER

BANK VERIFICATION NUMBER (BVN)

## HOW DID YOU HEAR ABOUT US?

RADIO  INTERNET  FRIEND

OTHERS (e.g. RELIGIOUS GATHERING)

Please specify

## TERMS AND CONDITIONS

These terms and conditions shall form an integral part of the Agreement with the client.

### 1.0 Account Opening

The client has irrevocably requested and lotus capital limited has agreed to open an investment Account (the Account) on behalf of the client.

### 2.0 Genuineness of instruments

The client agrees to assume full responsibility for the genuineness, correctness and validity of all negotiable Instruments, receipts and other documents deposited for investment purposes.

### 3.0 Safe Operation of Account

3.1 The client agrees to assume full responsibility and ensure safe custody of all print and electronic correspondence issued to/or by LOTUS CAPITAL LIMITED regarding the Account.

3.2 The client agrees to indemnify LOTUS CAPITAL LIMITED against any loss, damage or liability resulting from his/her non-compliance with the above.

### 4.0 Instructions

The client authorizes LOTUS to honour all written provided such orders are executed in accordance with the Account mandate. The client agrees that LOTUS CAPITAL LIMITED may refuse to act on any instruction if

- a) It doubts the authenticity of the instruction or does not consider it to be sufficiently clear.
- b) It believes that doing so might cause a breach of any law, regulation, code, order or contractual obligation binding on LOTUS CAPITAL LIMITED or the client.

### 5.0 Third-Party enquiries

The client agrees and authorizes LOTUS without reservation to make third-party enquiries about his/her person and business now or at any time in the future in order to satisfy all required Know Your Customer ("KYC") obligations statutorily imposed from time to time on financial institutions in the Federal Republic of Nigeria.

### 6.0 Variation

6.1 The client agrees that LOTUS in its sole discretion may at any time suspend or vary the terms and conditions of the operation of the account LOTUS will however promptly notify the client of any suspension of service, changes regarding the operation of the Account of applicable charges and tariffs payable by the client.

### 7.0 Law

These terms and condition agreed between the client and LOTUS shall be read and Interpreted in accordance with the laws of the Federal Republic of Nigeria.

### 8.0 Redemption

8.1 Redemption shall be effected on a continuous basis throughout the life of the fund. Unit holders shall have the right to redeem all or part of the units held by them at the bid price on any Business Day immediately following Lotus receipt of their redemption notice.

8.2 Minimum permissible holding after partial redemption is 5 Units or such Unit as may be advised by the Fund Manager from time to time.

8.3 The Fund will make redemption within five (5) Business Days of receipt of Redemption Notice. No additional charges however, Units may be redeemed before the expiration of the minimum investment period that the fund manager shall be entitled to deduct from the Unit Holder's investment any charges directly incurred as a result of redemption.

### 9.0 Know Your Customer

9.1 The Client understands and agrees that no Account shall be opened where Incomplete KYC documentation has not been provided. For the avoidance of doubt, no returns shall be earned on deposited funds before the provision of complete KYC documentation.

### 10.0 Fees and Charges

The Client agrees that LOTUS shall set --off against the account any pre-advised charge(s), tariff(s), deductions or cost associated with the operation of the account.

### 11.0 Operation of Account

11.1 The client agrees that the operation of the Account is subjected to compliance by LOTUS with all laws, regulations, administrative rules and orders which may from time to time be issued by the Federal Government of Nigeria and/or any other regulatory authorities in Nigeria.

11.2 In consideration of LOTUS allowing the client to operate the account from time to time, the client hereby undertakes to hold LOTUS CAPITAL LIMITED harmless and keep LOTUS CAPITAL LIMITED indemnified from all losses, cost, or damages LOTUS CAPITAL LIMITED may sustain or be put to.

11.3 The client agrees that LOTUS is under no obligation to honour any withdrawal order on the Account unless there are sufficient funds in the account to cover the value of the said withdrawal thereby rendering such instruction or order in valid and of no effect.

11.4 The client agrees that LOTUS CAPITAL LIMITED will accept no liability whatsoever for funds handed LOTUS to members of its staff outside office hours or outside the LOTUS CAPITAL LIMITED office premises, excepted those officers have been pre-authorized by LOTUS CAPITAL LIMITED.

LOTUS CAPITAL LIMITED shall from time to time communicate in writing to the client the names of officers authorized to receive funds on its behalf.

11.5 The client agrees that LOTUS CAPITAL LIMITED shall not be liable for any loss or damages sustained by him/her by reason of the operation of the investment provided such loss or damages was not caused or facilitated by LOTUS CAPITAL LIMITED or any of its staff action on its instruction.

### 12.0 Indemnity for Third-Party Instruction

The client agrees that in consideration of LOTUS CAPITAL LIMITED issuing or accepting third-party bank cheques, bank drafts and /or other negotiable instrument from time to time, the client hereby irrevocably undertakes to fully indemnify LOTUS against all losses, expense, cost, damages or other wise, that may occur as a result of the issuance or acceptance of the said third-party cheques, draft and/or negotiable instrument.

### 13.0 Right of Set-off

The client agrees that in addition to any general lien or similar right to which LOTUS may be entitled by law. LOTUS may at any time and without prior notice to the client combine or consolidate all or any of the client's Account without liabilities to LOTUS CAPITAL LIMITED or any other account or in any other respect whether such liabilities be actual or contingent, primary or collateral and several or joint.

### 14.0 Investment Risk Warning

14.1 The client agrees that LOTUS shall have no responsibility or any liability to the client for any diminution of the client's investment due to any future governmental order, levy, tax, embargo, moratorium or imposts or depreciation in value of fund due to inflation or the unavailability of funds due to exchange restrictions on convertibility, requisitions, involuntary transfers, seizure of any character exercise of military or usurped powers, or all fund standing to causes beyond the control of LOTUS CAPITAL LIMITED and that any or all funds standing to the credit of the account will be payable only in such local currencies as may then be as in circulation in the Federal Republic of Nigeria.

14.2 The Client understands that the value of his/her investment may rise as well as fall and the past performance is not future performance.

### 15.0 Acceptable funds transfer Instructions

The client agrees that all instruction on the account shall be duly signed according to the account mandate. The client hereby acknowledges that photocopied letters, electronic mails (on the letter head or otherwise) or other unsecured means of communication to convey instruction not backed by a duly signed original letter from the client, whatever the case may be, is associated with additional risk of fraud.

The client shall execute an indemnity form in consideration of LOTUS agreeing To accept and act upon any such instructions, communication and documents by electronic mails or photocopied letters issued according to the account mandate unaccompanied by an original copy of the clients duly signed letter, irrevocably undertaking to indemnify LOTUS and hold it harmless from and against all cost (including but without limitation to legal fees and expense, claims losses, liabilities and damages. LOTUS shall have absolute discretion, for any reason whatsoever, to act or not to act, upon documentation received by electronic mail or photocopied letter unaccompanied by a duly signed original of a letter issued by the client and /or to request verification of document received by such alternative means.

### 16.0 Disruption of Service(s)

The client agrees that LOTUS shall have no liability for failure to provide any agreed services) due to reasons beyond its control. These reasons include but are not limited to industrial action, failure of electricity supply, riot, civil commotion political unrest or armed insurrection.

### 17.0 Regulatory Disclosure

The client agrees and authorizes LOTUS to disclose any or all of its information in compliance with any regulatory disclosure obligation statutorily imposed from time to time on financial institutions operating in the Federal Republic of Nigeria.

## DECLARATION

I declare that

- I am 18 years old or over
- The information given is correct to the best of my knowledge and belief, and will inform Lotus Capital Limited of any change in the information given in this form within five (5) working days of such change
- I certify that the fund and source of funds are legitimate and not the proceed of any unlawful activity.

I agree

- To comply with the minimum holding period of investment (30 days) Failing which I accept any cost and change that may arise as a result of my/our redemption.
- That a fund statement in respect of this investment may be Sent by email, at my /our risk to the address given above

I consent

- To the processing and retention of my personal data as provided herein and in accordance with Nigeria Data Policy Regulation of 2019.

I have read

- Understood and unconditionally agreed to all the terms and conditions in the Mutual Fund Agreement governing the Lotus Mutual Funds (Contained overleaf)

APPLICANT'S SIGNATURE

DATE	

## REQUIREMENT CHECK LIST

FOR OFFICE USE ONLY

S/N	DOCUMENTS REQUIRED	CHECKED	DEFERRED	WAVED	N/A
A	Duly completed signed account opening form (all relevant field must be completed)				
B	One (1) passport –size photograph with client's name written on the reverse side				
C	The sighted , notarised or certified copy of evidence of identity of the client				
D	The sighted , notarised or certified copy of the proof of residential address of the client				
E	For investment on behalf of a minor, the sighted, notarised or certified copy of the minor's Birth Certificate				

## AUTHENTICATION FOR POLITICALLY EXPOSED PERSONS

IS THE APPLICANT A POLLITICALLY EXPOSED PERSON? YES  NO

## RISK ASSESSMENT PROFILE

HIGH RISK – CATEGORY A  MEDIUM RISK – CATEGORY B  LOW RISK – CATEGORY C

## IMPORTANT

- Please note that the units of the funds will be purchased at the prevailing offer price on the day the evidence of funds transfer and subscription form is received. Proceed will be credited into your account within five business days.

Please submit this completed form to any of Lotus Capital Limited Offices.

Office Address:

### Lagos Office

1B, Udi Street  
Osborne Foreshore Estate  
Osborne Road, Ikoyi  
Lagos, Nigeria.  
+234 908 705 8405, +234 908 705 8406, +234 908 705 8407

### Abuja Office

Yobe Investment House  
Plot 1332 Ralph Shodeinde Street  
CBD, Abuja.  
+234 908 705 8409, +234 807 709 9556  
+234 807 709 9558, +234 908 705 8383

### Kano Office

Suite No 6, Site C  
KSIP Shopping Plaza  
15, Ahmadu Bello/Murtala Way  
Kano State.  
+234 807 709 9766, +234 807 709 9558