

## Application for Asset Switch/Redirection of Future Contribution

**Plan Number**

I would like to submit the following transaction request to Metis Global (Singapore) Pte. Limited ("Metis SG") for the purposes of effecting the following transaction to my Trust Plan Number.

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**Note:**

Please complete this form and send it to [service.sg@metisgl.com](mailto:service.sg@metisgl.com) using your registered email with Metis SG. Please tick the required boxes, fill in the details and sign next to any amendments.

### Details of Application for Asset Switch/Redirection of Future Contribution

#### Asset Switch

**Note**

Please fill up this section if you wish to switch units from any one asset to another asset listed in the International Asset Selection. Assets in the process of switching or to be allocated under future contributions will not be transferred pursuant to this instruction.

**Example:** If you wish to switch out 50% of the value of your units in Fund Code (AB03S) and 100% of the value of your units in Fund Code (ABO4S) in your Trust Account to reinvest 75% of the total amount switched out in Fund Code (AB05S) and 25% of the total amount switched out in Fund Code (AB06S), please fill up this section as follows.

	Switch <b>(OUT)</b> Fund Code(s)	Percentage to switch <b>OUT</b> (%) <sup>1</sup>	➔	Switch <b>(IN)</b> Fund Code(s)	Percentage to switch <b>In</b> (%)
1	AB03S	50		AB05S	75
2	ABO4S	100		AB06S	25
					100%

Please provide details on Fund(s) to be switched below:

	Switch <b>(OUT)</b> Fund Code(s)	Percentage to switch <b>OUT</b> (%) <sup>1</sup>	➔	Switch <b>(IN)</b> Fund Code(s)	Percentage to switch <b>In</b> (%)
1					
2					
3					
4					
5					
				Total	100%

#### New Asset Choice(s) (i.e. redirection of future contributions)

Note: Please fill up this section if you wish to change your Asset Choices for future contributions.

	Fund Code(s)	Fund Name	Allocation %
1			
2			
3			
4			
5			
			Total 100%

<sup>1</sup> Each switching instruction must be in multiples of 1%, up to a maximum of 100%. The total percentage of the new Asset Choice(s) must be equal to 100%.

Plan Number

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**Declaration by Applicant**

1. I confirm that I have read and verified the information in this document (including the Important Notes section) and agree with the above advice.
2. I/We understand that Metis does not provide asset allocation advice or any form of financial advice. I/We acknowledge that any published asset listing (including the International Asset Selection) should not be considered as a recommendation by Metis.
3. I further confirm and agree that Metis SG or its related companies could receive trail or management fee rebate from the Asset Manager / Issuer / Dealer based on the selection of assets made available under the Trust Plan that is chosen by me.
4. I agree to indemnify and hold harmless Metis SG against any and all losses (whether direct, indirect, special or consequential) suffered by me/us or any third party arising from or in connection with Metis SG accepting and acting on my instructions except where such loss is attributable to Metis SG's gross negligence or wilful default.
5. Metis SG may rely conclusively upon and accept any instructions received via email or Metis SG's online portal (collectively "**electronic instructions**") which is in good faith believed to be genuine instructions signed by me. Any transactions made according to electronic instructions shall be irrevocable and binding upon me, whether such electronic instructions have in fact been given with or without my authority, knowledge, or consent. Under no circumstances shall Metis SG have any duty or any obligation to enquire or verify the identity of the person giving electronic instructions in my name or the authenticity of the signature appearing thereon or the validity of the electronic instructions.
6. I understand that sending electronic instructions is not a safe and reliable transmission method. Metis SG shall not, in any event, be liable to me for any liabilities, losses, damages, or expenses whatsoever arising out of or in connection with any network or telephone line failure, any uncontrollable events or any other circumstances beyond Metis SG's control.
7. By submitting this form, I/We agree and consent to Metis SG, and/or its appointed representatives and/or agents (and such other third-party service providers as it may engage (such representatives, agents, and/or authorised service providers each a "**Representative**"), and who may be located outside Singapore) collecting, receiving, using, storing, disclosing and processing my/our Personal Data (as defined in, and) in accordance with the terms of the Terms and Conditions and Metis SG's privacy policy as amended from time to time, available at [https://metisgl.com.sg/media/1/docs/privacy\\_policy.pdf](https://metisgl.com.sg/media/1/docs/privacy_policy.pdf) ("**Privacy Policy**"), and the terms of Privacy Policy are incorporated into the Terms and Conditions by reference, and are also available to me/us upon request), for one or more of the following purposes:
  - a) processing this form and providing me/us with your products and services as well as the services of third-party service providers;
  - b) administering and/or managing our relationship and/or our account(s) with you; and/or
  - c) any of the purposes set out in the Privacy Policy.

I/We further represent and warrant that:

- a) all of the information provided by me/us to you (including without limitation personal particulars and contact information) is accurate and complete; and
- b) if in connection with this form, I/we provide the personal data of any third parties, I/we further warrant and represent that these third parties have also consented to the terms of the Privacy Policy, and to the collection, receipt, use, storage, disclosure and processing of their personal data in accordance with the aforesaid and for all the purposes contemplated herein; and
- c) I am/we are the user(s) and/or subscriber(s) of the telephone number and other contact details provided by me/us in this application or other documents furnished by/to Metis and agree that I/we have read and understood the above provisions.

Full Name of Applicant  
(As in NRIC/FIN/Passport including any alias and other names)

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Signature

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Date Signed

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## **IMPORTANT NOTES**

Please note that Metis SG will only process forms which have been duly completed. As such, it is important for you to read through this section and ensure that the form has been filled up accurately so as to avoid any unnecessary delays in effecting your instructions.

1. Please fill in the section titled "Asset Switch" if you wish to transfer assets that you are currently holding in your Trust Plan. Assets in the process of switching or to be allocated under future contributions will not be transferred pursuant to this instruction. If you wish to change your Asset Choices for future contributions, please complete the section titled "New Asset Choices".

2. Where there are two settlors, both settlors shall reach a unanimous decision amongst yourselves before exercising your rights under the Trust Plan and notifying or giving instructions to Metis SG. Metis SG shall be entitled in its sole and absolute discretion to treat any one of such settlors as authorised to give it instructions, and it shall be entitled in our sole and absolute discretion to comply with the instructions of any one of such settlors notwithstanding any inconsistency in such instructions with those of any of the other settlors. Metis SG shall have no liability whatsoever for complying with the instructions or otherwise of any one of the settlors. Metis SG shall not be required to confirm with both settlors the legitimacy of any instructions given to it by any one settlor or the authority of any one settlor to act on behalf of both settlors.

3. Metis SG shall not in any event, be liable to me for any losses, damages, or expenses whatsoever arising out of or in connection with any failure or delay in processing any instruction for the subscription, switching, conversion, or redemption of asset choices.

4. I acknowledge and agree that I shall bear all the currency exchange spread and risks associated with currency conversions during asset switching or redirection of contribution.

5. Any forms received by Metis SG before 3:00pm on any given Singapore business day will be treated as having been received on that Singapore business day. Any forms received on a non-Singapore business day or after 3:00pm on any given Singapore business day will be treated as having been received on the next Singapore business day.

*(Important Notes which are only applicable to the section titled "Asset Switch")*

6. The assets to be switched out will be sold on the next asset dealing date after the date of receipt of the form. Upon receiving the confirmation and payment from the asset manager of the sold asset, Metis SG will then purchase the new asset on the next available asset dealing date according to your instruction.

7. Metis SG will only accept instructions for asset switches in a percentage which can be expressed in whole numbers and the same proportion of initial units and accumulation units will be cancelled.

8. Any returns on the assets sold are directly related to the performances of the underlying assets and the charges on each asset. The unit price of any asset depends on the value of its underlying assets and may fall or rise. The return on such assets may fluctuate and are not guaranteed. Past performance figures associated with such assets are not indicative of their future performance and the value of the assets may be worth substantially less than the original amount you invested (and in the worst-case scenario, could be worth nothing). Metis SG shall not be responsible for the performance of or for any loss or liability arising from my/our choice of assets, howsoever arising.

9. In order to maintain fairness between unit holders remaining in and switching out of the same asset, Metis SG, in exceptional circumstances, may delay switching all or part of your asset. If Metis SG delays the switching, the unit prices of the asset on the date of the actual switch will be used. Metis SG may delay switching for longer periods if the switch involves an asset in which the external manager delays our switch out of the asset. The external manager of the asset(s) may have the power to defer you from redeeming the asset(s). There may also be circumstances where the external manager will force you to redeem the asset(s). Metis SG shall not, in any event, be liable to me for any liabilities, losses, damages, or expenses whatsoever arising out of or in connection with any failure or delay in processing any instructions for assets transaction or otherwise; and Metis SG shall not be responsible for the performance or any loss or liability arising from my choice of asset, howsoever arising.

10. To switch out assets that are not dominated in USD, Metis SG will convert the redemption amount to USD for further processing. For switch in assets that are not dominated in USD, Metis will convert USD into the denomination currency for further subscription. The USD conversion process will still be undertaken even if the switching of both assets is in non-USD currency.

*(Important Notes which are only applicable to the section titled "New Asset Choices")*

11. Please take note that the amount to be allocated in respect of each asset choice must be equal to or more than the minimum allocation as per the fund currency which is currently set at SGD 100 / USD 100 for SapphirePRO and SGD 3,000 / USD 3,000 for CitrinePRO. Metis SG reserves the right to amend this value as it, in its sole and absolute discretion, deems fit.

12. The contribution allocated across the asset(s) selected must add up to 100%. Metis SG can only accept whole percentages for each asset allocation.

13. Your instructions with respect to the new asset choices will be effective on the next appropriate contribution date.