

Manual Guide (



September 2021

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DISCLAIMER

For all Switching Transactions, please study "Switching Schedule for Funds Under Management of Krungsri Asset Management Co.,Ltd." for details about switch-in date and price.

1. Krungsri fund with the policy to invest in the units of a foreign fund (Master Fund), in an average amount per accounting period of at least 80% of the fund's net asset value in units of a foreign fund (Master Fund) is not a principal guarantee fund or capital protection scheme fund. Therefore, unit price (or NAV/unit) and/or performance of such funds may fluctuate due to risk associated with the fund, for example; the unitholder may receive his/her money less than his/her initial investment due to foreign exchange risk. The funds' Net Asset Value (NAV) and/or its performance could be differed from the Master Fund due to the following risks factors:



I have already studied the prospectus summary, risk, return, comparison of fund performance, and disclaimers.

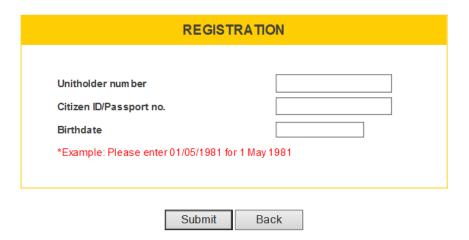
In case of subscription to the Retirement Mutual Funds or Super Savings Funds, I have already received the information regarding tax privileges specified in the investment manual.

☐ I Agree

Submit Cancel

- Click "Subscribe @ccess online" to apply the service.
- For <u>Terms and conditions for the use of service</u>, click "Agree"

Registration



Registration

- To register, please fill the below details:
 - 1. Unitholder number: a 10 digits number
 - 2. Citizen ID / Passport no.
 - 3. Birthdate (Example: Please enter 01/05/1981 for 1 May 1981)
- Then Click "Submit"

Please choose an option for verification

- Verify via OTP number OTP will be sent to your mobile phone.
- Verify via Email the verification link will be sent to your email address.

Login-Registration

User Profile Setting

- Confirm receiving OTP via mobile phone please fill in your mobile number and click Submit
- Confirm receiving OTP via email please leave blank on the fill of "Mobile no.". (In this case, its applied to work with Google Authenticator) and click Submit

SETUP USERNAME/PASSWORD

Back

Username

Password

Confirm Password

Username must start with a letter consisting of 6-18 characters.

Submit

- · Password must contain 8-18 characters
- Must not be repeating characters or contain more than 3 sequential digits or letters.
- The first 4 characters must not be identical to username

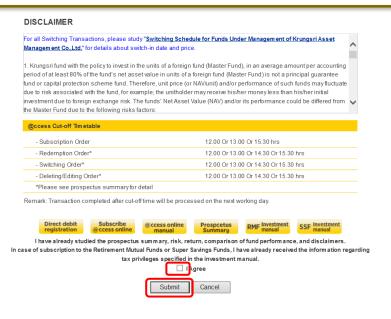
Submit	Back
--------	------

Set up Username/Password

- Username must start with a letter consisting of 6-18 characters
- Password must contain 8-18 characters
- Must not be repeating characters or contain more than 3 sequential digits or letters.
- The first 4 characters must not be identical to username
- Then Click Submit



Login-Logging in (username/password)



First Page – There is a disclaimer, Fund Cut-off Timetable and document for download such as Manual Guide, Fund Fact Sheet, Tax manual Guide for RMF and SSF

- Select "I Agree"
- Then click "Submit"

Log in

- Fill in Username /Password
 - Username must start with a letter consisting of 6-18 characters
 - Password must contain 8-18 characters
- Click "Submit"





Login - Logging in (username/ password)

Send OTP to mobile no. (xx)-xxxx-4440 OTP will be expired in 5 minutes OTP Password OTP reference 1405

PLEASE VERIFY YOUR USERNAME VIA GOOGLE AUTHENTICATOR

Back

Submit

Reference code

Verification code from Google
Authenticator

6 digit code (No space)
2-Factor Authentication user guide: click here

Submit Back

Install the "Google Authenticator" you can scan QR code



Verify mobile OTP/ Google Authenticator

Verify via mobile OTP, please fill in OTP (6 digits number) which receiving by SMS.

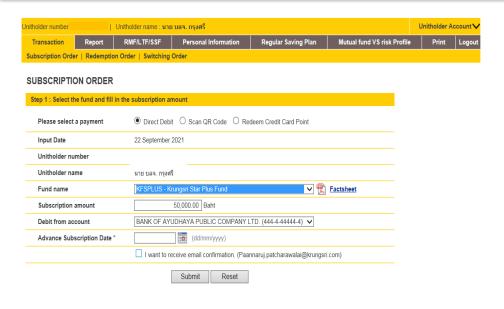
Verify via Google Authenticator, please download Google Authenticator application on your mobile phone to verify your identity. (For Google Authenticator guideline, please kindly see from the User Manual of 2FA log in)

For User Manual of 2FA login, click





Transaction - Subscription Order



SUBSCRIPTION ORDER



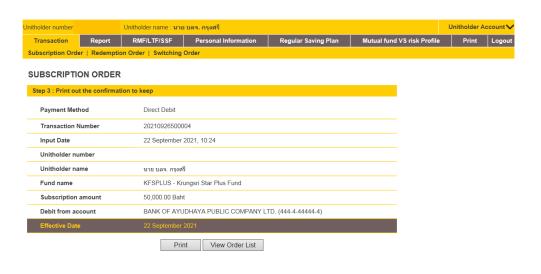
Step 1

- Go to "Transaction" and click "Subscription Order"
- Then select "Direct Debit" or "Scan QR Code" or "Redeem Credit Card Point".
- Select a desired mutual fund that you would like to subscribe, and fill in amount (in Baht)
- Select pay by either saving account or credit account.
- If you desire to do transaction in advance, please specify the desired date. If you desire to do transaction on the that transaction is done, there is no need to specify the date.
- If you want to receive e-mail confirmation, please select "
 I want to receive e-mail confirmation." Or click ✓ sign to
 cancel receiving e-mail.
- Select "Submit"

Step 2

- Check the accuracy of the transaction
- Select "Confirm"

Transaction - Subscription Order



Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list" to re-check the order.

SUBSCRIPTION ORDER

Step 1 : Select the fund and fill in the subscription amount			
Please select a payment	Direct Debit		
Input Date	22 September 2021		
Unitholder number			
Unitholder name	นาย บลจ. กรุงศรี		
Fund name	Fund name		
Subscription amount	Baht		
Debit from account	BANK OF AYUDHAYA PUBLIC COMPANY LTD. (444-4-44444-4) 🗸		
Advance Subscription Date *	(dd/mm/yyyy)		
	✓ I want to receive email confirmation.		
	Submit Reset		

* Please leave blank if you do not wish to plan advance purchase date SUBSCRIPTION ORDER LIST (Orders to be processed)

No Fund Name	Payment	Amount	Input Date	Effective Date	Edit	Delete
1 KFSPLUS - Krungsri Star Plus Fund	Direct	THB 50,000.00	22/09/2021 10:24:56	22/09/2021	D)	Ť
If you want to see all transaction, please go to Unalloted Transaction [click here]						

View Order List

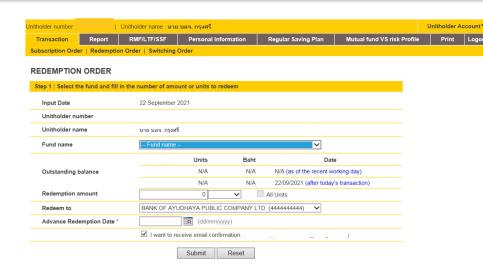
- You can check all the subscription orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the order.



Warning – Subscription Order

- Your transaction will be canceled if the company cannot receive payment from your account.
- For mutual funds, the subscription minimum amount is 2,000 Baht per transaction depending on each fund's condition exempt RMF mutual funds which you are able to subscript up to 500,000 Baht per transaction and SSF which you are able to subscript up to 200,000 Baht per transaction.
- For Unitholder that open mutual fund account through branch of Krungsri bank, automatic direct debit could be used with every branch of Krungsri Bank only.
- For Unitholder that open mutual fund account through KSAM or agents, automatic direct debit could be used with every branch of Krungsri Bank, Bangkok Bank, Siam Commercial Bank, Kasikorn Bank, Krung Thai Bank, UOB Bank, TTB Bank and LH Bank.
- Subscription by credit account is acceptable to only Krungsri credit cards for the following 26 mutual funds namely, KFHAPPYSSF, KFENS50SSF, KFDIVSSF, KFS100SSF, KFGBRANSSF, KFACHINSSF, KFTSRMF, KFFLEX2RMF, KFDIVRMF, KFEQRMF, KFS100RMF, KFGOLDRMF, KFHAPPYRMF, KFSTARRMF, KFDNMRMF, KFGOODRMF, KFSUPERRMF, KFEURORMF, KFHCARERMF, KFJAPANRMF, KFSINCRMF, KFGBRANRMF, KFCHINARMF, KFGTECHRMF, KFINDIARMF. The minimum amount required for subscription by credit account is 2,000 Baht, for RMF, not exceeding 500,000 Baht/year and for SSF, not exceeding 200,000 Baht/year.
- The transaction in any subscription after 12.00 or 13.00 or 15.30 will be applied to the next business day.

Transaction- Redemption Order



Step 1

- Go to "Transaction" and click "Redemption Order"
- Select a desired mutual fund that you would like to redeem, and fill in amount (Baht or units)
- Select saving account to receive money from redemption
- Select "Submit"

REDEMPTION ORDER



Step 2

- Check the accuracy of the transaction
- Select "Confirm"

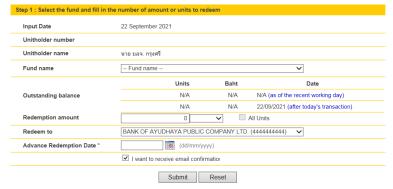
Transaction- Redemption Order



Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list"

REDEMPTION ORDER



* Please leave blank if you do not wish to plan advance redeem date REDEMPTION ORDER LIST (Orders to be processed)

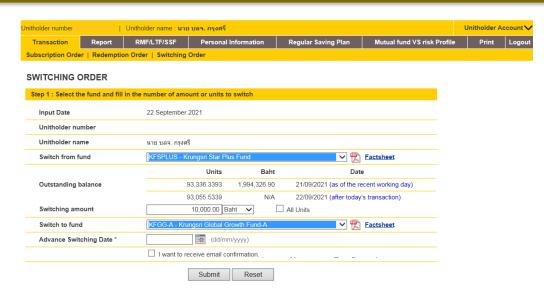
View Order List

- You can check all the redemption orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the order.

Warning- Redemption Order

- For mutual funds, the redemption minimum amount is 200 units or 2,000 Baht per transaction depending on each fund's condition.
- For Long Term Equity Fund (LTF), Super Saving Fund (SSF) and Super Saving Fund Extra (SSFX), the redemption is allowed in units only.
- Fund redemption after 12.00 or 13.00 or 14.30 or 15.30 (depend on each fund schedule), the transaction will be considered in the next business day.
- At the present, the company preserves the right to redeem Retirement Mutual Fund (RMF) through @ccess system. Investors are required to contact the company officer or the sales support representative for redemption.

Transaction- Switching Order



Step 1

- Go to "Transaction" and click "Switching Order"
- Select a desired mutual fund that you would like to switch out, and fill in amount (Baht or units)
- Select another mutual fund that you would like to switch in.
- Select "Submit"

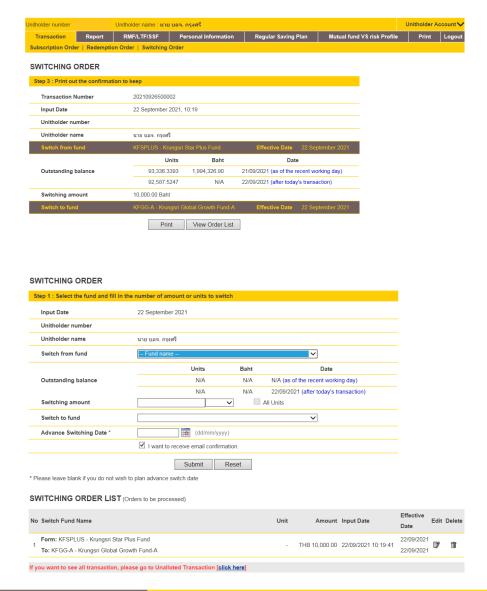
SWITCHING ORDER



Step 2

- Check the accuracy of the transaction
- Select "Confirm"

Transaction- Switching Order



Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list"

View Order List

- You can check all the switching orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the transaction.

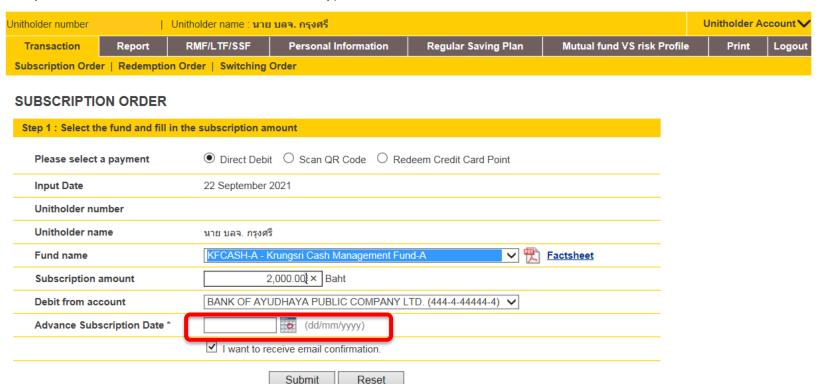
Warning – Switching Order

- For mutual funds, the switching minimum amount is 200 units or 2,000 Baht per transaction depending on each fund's condition.
- Switching from Long Term Equity Fund(LTF), Super Saving Fund (SSF) and Super Saving Fund Extra (SSFX), the switching is allowed in units only.
- Fund switching after 12.00 or 13.00 or 14.30 or 15.30 (depend on each fund schedule), the transaction will be considered in the next business day.

Transaction- Advance Transaction Date

Owing to advance transaction date, you are able to customize your desired transaction date by following these steps

- Go to the transaction such as subscription, redemption and switching order.
- Implementation of the subscription, redemption and switching order's procedure.
- Choose the desired date (if the date you choose to process a transaction is a holiday, the system will process the transaction on the next day).

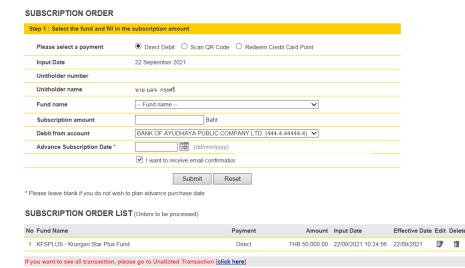


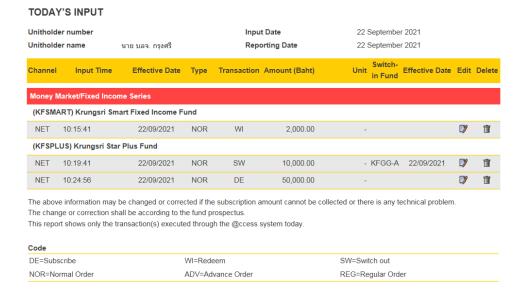
Reset

Transaction – Editing Order or Canceling Order

Subscription, redemption and switching order are able to be altered or canceling on the same day (within 12.00 or 13.00 or 14.30 or 15.30 depend on each fund schedule), by following these steps.

- Go to "Report" and click "Today's Input". There will be all the orders you have done today.
- Select "Edit" or "Delete" at the end of the order
- Click "Submit" and then "Confirm"

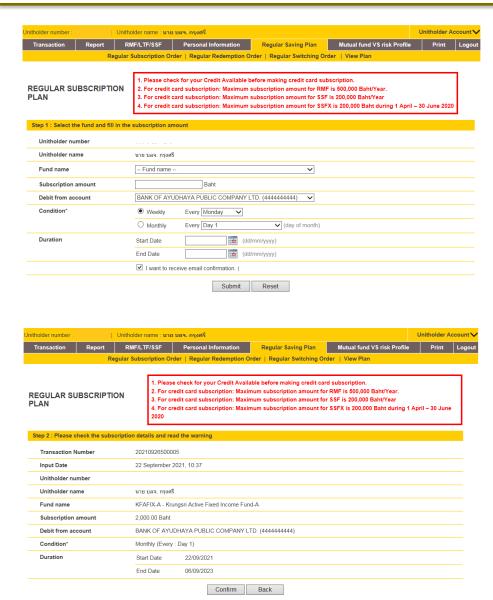




Or

- Go to the transaction that you have made such as subscription, redemption or switching order
- On the bottom of the page will show the transaction that you have made which you can immediately edit or delete.

Regular Investment Plan – Regular Subscription Order



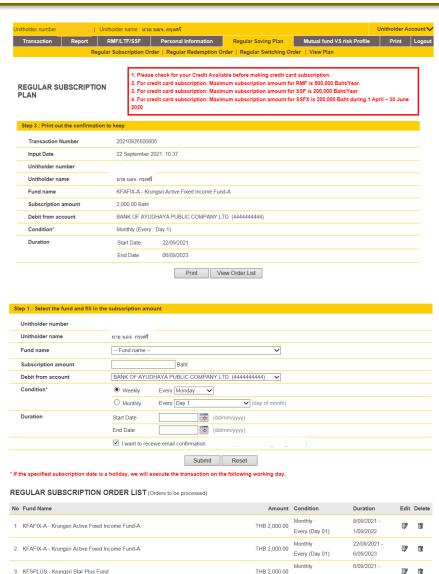
Step 1

- Go to "Regular Saving Plan" then click "Regular Subscription Order"
- Select a mutual fund and fill in desired amount (in Baht)
- Select pay by either saving account or credit account.
- Select desire either weekly or monthly frequency
- If you want to receive e-mail confirmation, please select "I want to receive e-mail confirmation."
- Select "Submit"

Step 2

- Check the accuracy of the transaction
- Select "Confirm"

Regular Investment Plan – Regular Subscription Order



Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list"

View Order List

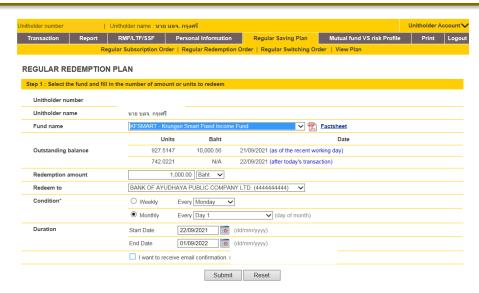
- You can check all the regular subscription orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the transaction.

If you want to see all transaction, please go to Unalloted Transaction [click here]

Every (Day 01)

6/09/2022

Regular Investment Plan - Regular Redemption Order





Step 1

- Go to "Regular Saving Plan" then click "Regular Redemption Order"
- Select a mutual fund and fill in desired amount (Baht or units)
- Select saving account to receive money from redemption
- Select desire either weekly or monthly frequency
- Select "Submit"

Step 2

- Check the accuracy of the transaction
- Select "Confirm"

Regular Investment Plan - Regular Redemption Order



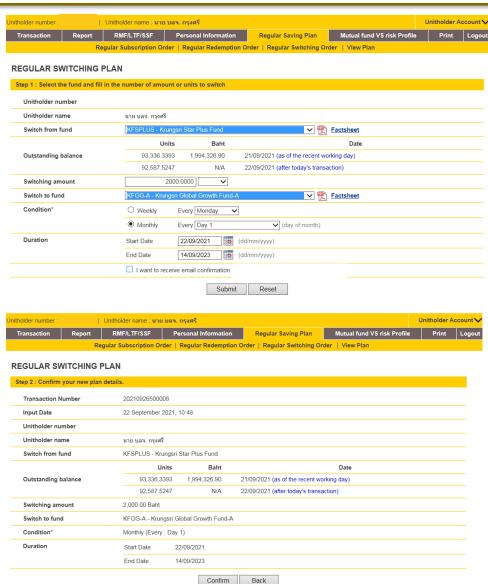
Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list"

View Order List

- You can check all the regular redemption orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the transaction.

Regular Investment Plan - Regular Switching Order



Step 1

- Go to "Regular Saving Plan" and click "Regular Switching Order"
- Select a desired mutual fund that you want to switch out, and fill in amount (Baht or units)
- Select another mutual fund that you want to switch in
- Select desire either weekly or monthly frequency
- Select "Submit"

Step 2

- Check the accuracy of the transaction
- Select "Confirm"

Regular Investment Plan - Regular Switching Order



Step 3

- Select "Print" to keep the transaction's evidence or
- Click "View order list"

View Order List

- You can check all the regular switching orders which are in the process.
- Select "Edit" or "Delete" if you want to change or cancel the transaction.

Regular Investment Plan- View Plan

On this page, you are able to check all subscription, redemption and switching orders that you have placed, and the orders are able to be altered or canceling by following these steps.

Step1

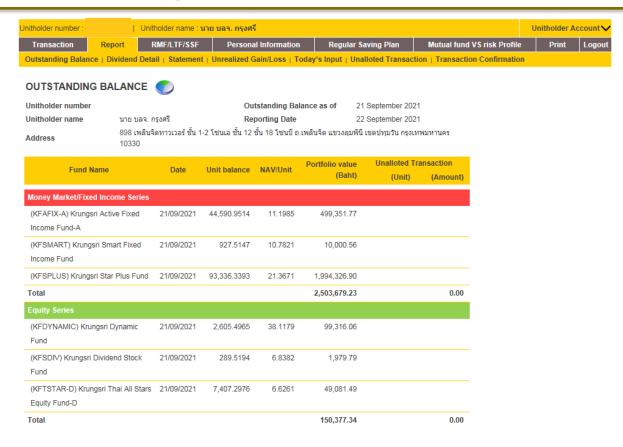
Go to "Regular Saving Plan" click "View Plan"



Warning - Regular Investment Plan

- Your regular transaction will be canceled if the company cannot receive payment from your account after 3 consecutive attempts.
- For Regular Mutual Funds, the subscription minimum amount is 2,000 Baht per transaction depending on each fund's condition exempt RMF mutual funds which you are able to subscribe from 2,000 to 500,000 Baht per transaction and SSF which you are able to subscribe from 500 to 200,000 Baht per transaction
- If the date you choose to process a transaction is a holiday, the system will process the transaction on the next day.
- For Unitholder that open mutual fund account through branch of Krungsri bank, automatic direct debit could be used with every branch of Krungsri Bank only.
- For Unitholder that open mutual fund account through KSAM and agents, automatic direct debit could be used with every branch of Krungsri Bank, Bangkok Bank, Siam Commercial Bank, Kasikorn Bank, Krung Thai Bank, UOB Bank, TTB Bank and LH Bank.
- Subscription by credit account is acceptable to only Krungsri credit cards for the following 26 mutual funds namely, KFHAPPYSSF, KFENS50SSF, KFDIVSSF, KFS100SSF, KFGBRANSSF, KFACHINSSF, KFTSRMF, KFFLEX2RMF, KFDIVRMF, KFEQRMF, KFS100RMF, KFGOLDRMF, KFHAPPYRMF, KFSTARRMF, KFDNMRMF, KFGOODRMF, KFSUPERRMF, KFEURORMF, KFHCARERMF, KFJAPANRMF, KFSINCRMF, KFGBRANRMF, KFCHINARMF, KFGTECHRMF, KFINDIARMF. The minimum amount required for subscription by credit account is 2,000 Baht, for RMF, not exceeding 500,000 Baht/year for each type of fund and for SSF not exceeding 200,000 Baht/year for each type of fund
- If the company cannot process regular transaction which you specified after 3 consecutive attempts, we will cancel this regular transaction.

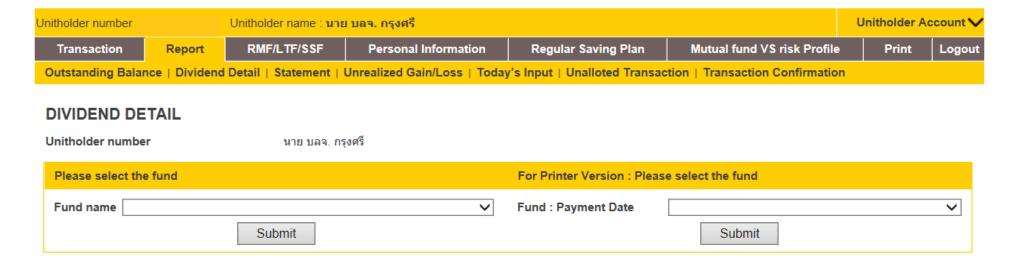
Report – Outstanding Balance



Outstanding Balance shows details of updated investment in mutual fund divided by categories

• Go to "Report" click "Outstanding Balance"

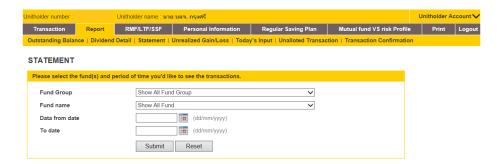
Report – Dividend Detail

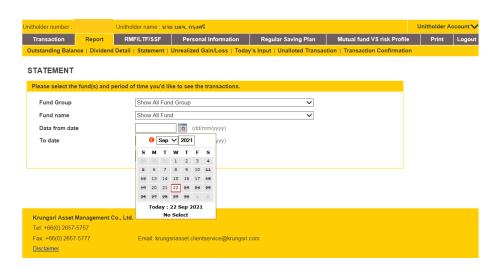


- Go to "Report" click "Dividend Detail"
- Select "Fund Name" and click Submit to see the selected fund's historical dividend.
- To print the Withholding Tax Certificate, select "Fund: payment Date" and click submit.



Report - Statement

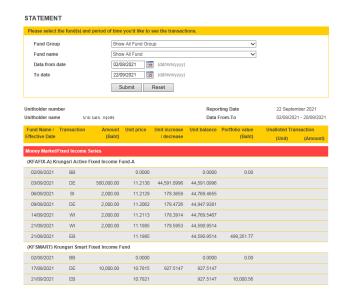




which you are able to specify according to type of fund group or choose only individual fund.

Steps

- Go to "Report" click "Statement"
- Select "Fund Group" specify desired "Fund Name"
- Specify the date "Date From Date" and "To Date"
- Select "Submit"





Report – Unrealized Gain/Loss



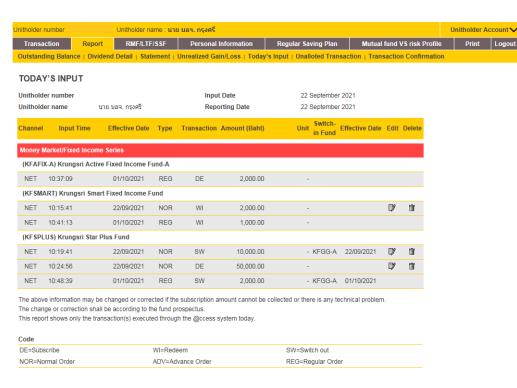
Unrealized gain/loss will show the fund name, unit balance, average price, cost amount, unallotment, current NAV, current amount, unrealized gain/loss and percentage (%)

RMF/LTF/SSF cost calculation follows SEC regulation.



^{*}Excluding dividend received

Report - Today's Input



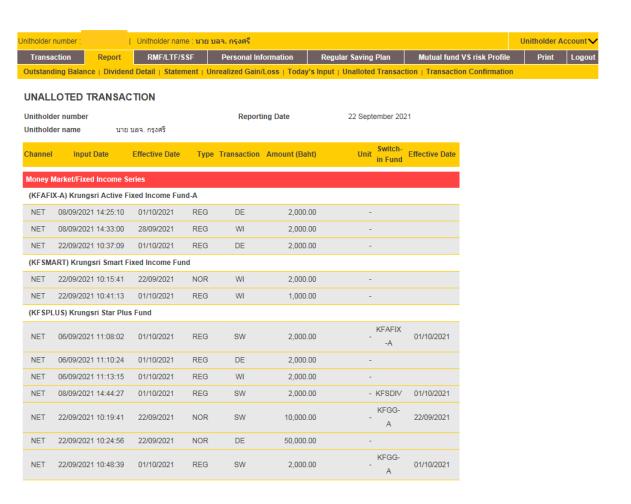
Today's Input reports all the transaction that you have made within today (from 0.01 to 24.00) including transaction that will be scheduled today and also advance schedule that made through @ccess only.

On this page, transactions are able to be altered or canceled within the time limit.

Steps

• Go to "Report" click "Today's Input"

Report – Unalloted Transaction

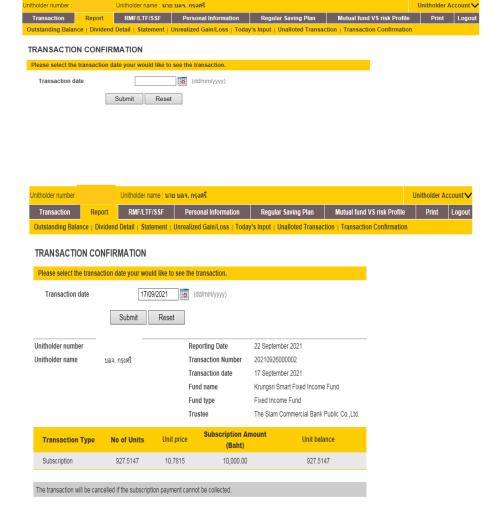


Unalloted Transaction reports transaction details that you have made including transaction which have made on that day and other following days making through @ccess only.

Step

 Go to "Report" click "Unalloted Transaction"

Report – Transaction Confirmation



You can check the transactions that you have made whether they are completely finish such as subscription, redemption and switching order by checking transactions after one day of making the transaction, and you also select after 1 year. This will include transaction which you made both through and not through @ccess.

Step

 Go to "Report" click "Transaction Confirmation" specify "Transaction date"

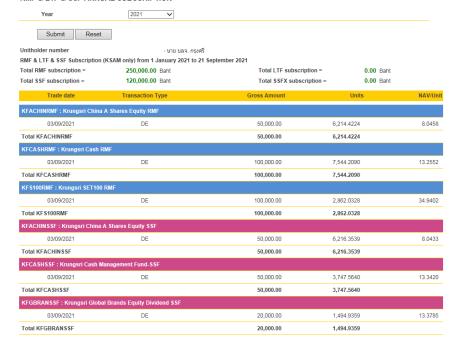
Note

For your convenient and time saving Report that you print out like general information, account balance, statement and other reports can be used as reference. However, for documents coming from your own transaction like transaction confirmation is considered as a transaction recording document only. It is nether considered as a completed evidence nor able to used as a reference.

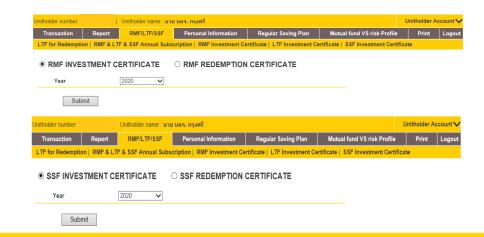
RMF/LTF/SSF



RMF & LTF & SSF ANNUAL SUBSCRIPTION

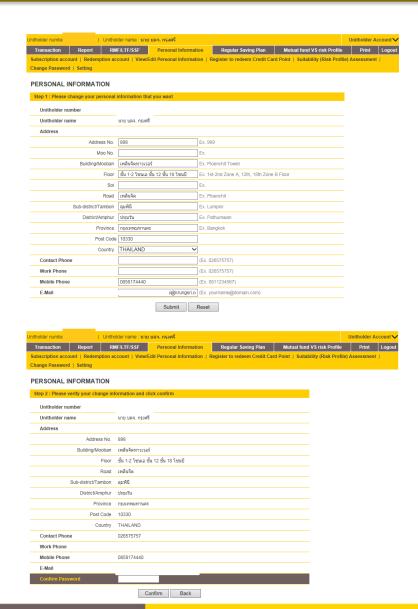


- LTF for Redemption only LTF eligible units will be shown on this page.
- RMF & LTF & SSF Annual Subscription to check the accumulation of the RMF / SSF annual subscription amount.
- Download RMF/LTF/SSF Investment Certification the document of Tax certificate can be downloaded (only the latest year).





Personal Information – View/Edit Personal information



You can change your address, e-mail address, telephone number by following these steps

Step1

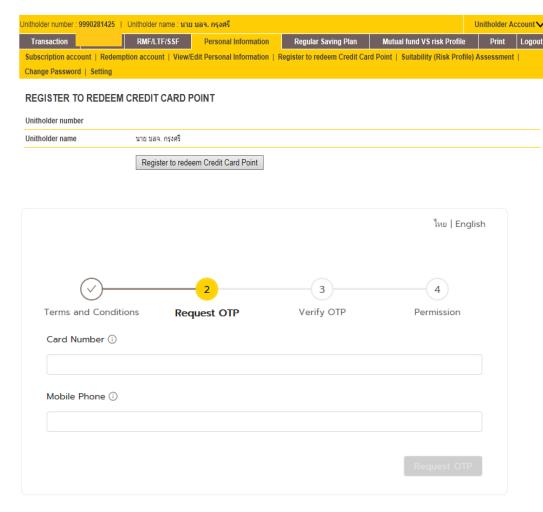
- Go to "Personal Information"
- Change your personal information
- Select "Submit"

Step2

- Check the accuracy of the transaction
- Fill in the password to confirm the transaction
- Select "Submit"

<u>Remarks</u>: Excluding Unitholder which is opened the Mutual Fund account via Krungsri Bank (Branch, KMA and Krungsri online) can not update person information via @ccess online. Please contact any branches of Krungsri bank to update.

Personal Information – Register to redeem Credit Card Point





Points redemption through @ccess Online Service, Click

credit card point redemption

Step 1

- Go to menu "Personal information", select "Register to redeem credit card point" and make the register.
- After carefully reading terms and conditions, and click "Accept", users shall proceed to the following steps to confirm identity.

Step 2

- Fill in the numbers of credit card that will be used to redeem points and mobile phone
- Push "Request for OTP"
- Fill in OTP code received and click "Confirm OTP code"
- Push "Accept" to allow the Company to proceed with your credit card
- System will display the information for your confirmation of credit card redemption and please push "Confirm"

After that, the system will display the information of credit card being registered successfully.

If you would like to do the transaction ,please go to Transaction page and click subscription.

Personal Information – Suitability (Risk Profile) Assessment

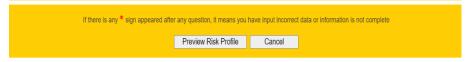


SUITABILITY (RISK PROFILE) ASSESSMENT

You have already done the suitability assess "Edit data"	ment, results are as appear	ed below. If you wish to change	your information, please click	
Evaluation Date	6 September 2021	Expired Date	6 September 2023	
Unitholder number		Your risk scoring	21 [B]	
Unitholder name	นาย บลจ. กรุงศรี	Your investor type	Moderate to low risk	
Mutual funds that are suitable for your	Money market fund invested in local country, Money market fund, Government bond			
investment are :	fund,Fixed income fund			
	Click here to view table	of methodology in assessing risk	profile and basic asset allocation.	

Edit data

I hereby certify that information provided herein is accurate. Also, I acknowledge and agree that I am truly bound by Terms & Conditions stated in the fund prospectus of the Company and/or the Company's announcement that may be made the near future. In case of any changes to the information, I will inform the Company immediately.

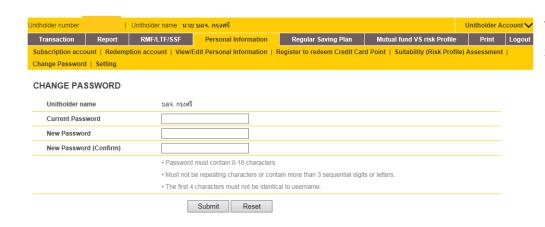


Confirm password					
* Please enter your password before saving your risk profile.					
	Save	Save and print report	Back		

- You can review or update the Suitability (Risk Profile) Assessment by click "Edit data".
- After complete the test, click "Preview Risk Profile", then confirm your password and click "Save".



Personal Information – Change Password/Setting



You can Change your password or setting by following these steps

Change Password

- Select "change Password"
- Fill in current password
- Fill in new password
- Fill in the new password again
- Select "Submit"

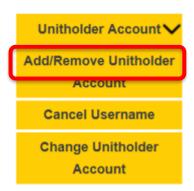
Jnitholder number | Unitholder name : นาย บลจ. กรุงศรี Unitholder Account V Regular Saving Plan Mutual fund VS risk Profile Personal Information Subscription account | Redemption account | View/Edit Personal Information | Register to redeem Credit Card Point | Suitability (Risk Profile) Assessment Change Password | Setting SETTING Unitholder number Unitholder name นาย บลจ. กรงศรี Outstanding Balance Default start up page Default to receive e-mail Yes ○ No Reset

Setting (To show on start up page)

- Select "Setting"
- Choose the topic that you want it to be as a first page such as Outstanding Balance, Today's Input and Unalloted Transaction
- Fill in the password as a confirmation
- Select "Submit"

Unitholder Account





Unitholder Account - Add/Remove Unitholder

In case that you have more than 1 unitholder number, you can add/remove the unitholder number to show on the system. It can be shown only the unitholder number with the same Citizen ID/Passport number.

Adding the unitholder, click "Add unitholder Account" then click "Confirm"

Removing the unitholder, click "Remove" at the unitholder that you would like to remove and then confirm your password and click "Confirm"

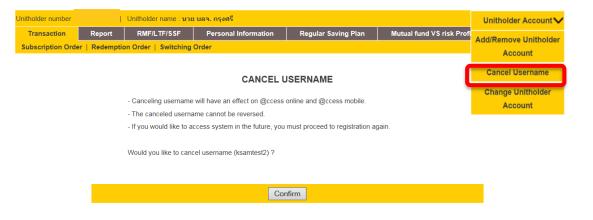


ADD/REMOVE UNITHOLDER ACCOUNT

Unitholder	Main Unitholder		
XXXXXXXXX	✓		
		Δ	dd Unitholder Account



Unitholder Account



Unitholder Account – Cancel Username

- Canceling Username is effective to both @ccess online and @ccess mobile
- Username which had been cancelled, cannot be reversed.
- After cancel username if you would like to access the system, you have to make a new registration.



Unitholder Account – Change Unitholder Account

- The selected unitholder account will be shown as main account when login to @ccess.
- For changing main unitholder account, Select Unitholder Account and click Submit

Warning

1. You can place a subscription/redemption/switching order everyday within 24 hours under the following conditions.

- The company will extend the time for internet transaction according to the company's timing system.
- The Transaction will be processed within the day or in the next day depending on related conditions. This is subjected to "Transaction's time schedule through @ccess which will have an effect on the business transaction date"
- If the company cannot receive payment from your stated saving account or credit account, the company has a right to cancel that transaction.
- Transaction made on holiday or processed on holiday will be process on the next business day.
- 2. You may redeem or switch your funds in 'Unit' or 'Baht' amount with the following conditions:-
- If the balance unit after the transaction is less than the minimum holding of each fund, the remaining units will be executed along with your requested order.
- If the total value of available units is less than your requested order, the transaction will be executed according to the available balance of units.
- The remaining balance shown after your order was submitted is the estimation from the latest Net Asset Value (NAV) per unit and meant to be use for reference only. The exact units at the end of day may vary depending on the NAV at the end of day.
- 3. You may purchase, redeem or switch through our 'Regular Investment Program' with the following conditions:
- If the scheduled date falls on the fund's non-working day, the transaction will be executed on the next fund's working day.
- If the request for bank/credit card auto-debit for your subscription order is rejected by your bank/credit-card, the subscription order will automatically be cancelled.
- If your Regular Investment order cannot be completed for 3 consecutive times for any reason, the order will be deleted automatically.
- The remaining balance shown after you have submitted your order is only the estimation from the latest Net Asset Value (NAV) per unit for reference only. The exact units at the end of day may vary depending on the NAV at the end of day.
- Your request to edit or delete the order must be submitted before the Cut-off time of each fund (Please see the '@ccess Cut-off timetable' for specific time limitation for each transaction). Any request after the fund Cut-off time will be effective on the next schedule date of your order.

<u>Disclaimer</u>:

Investment in mutual fund(s) contains certain risk, including possible loss of the principal amount invested. Investment units are not deposits or obligations of, or guaranteed by, any depository institution or government agency in any jurisdiction. Past performance is not a guarantee of future results.

Unit holders who redeem the units may not receive the redemption proceeds within the specified period or may not be able to redeem the units as they wish.

In case the transaction conducted via internet is not complete or there is a technical problem, we will need to cancel the transaction.



Thank you