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Investor Transaction Forms Guide

In respect of
PIM Capital

Investor Transaction Forms Guide

This guide has been prepared to assist new and existing investors, as well as intermediaries, by providing a brief overview of the key investor transaction forms and the circumstances in which each should be completed.

Please ensure that the appropriate form is submitted based on the nature of the request. The relevant submission links are provided below for ease of reference.

Investor Onboarding Form

This form is used to **onboard a new investor and collect the required KYC/CDD** and regulatory information prior to any investment activity.

When to use:

- New investor onboarding (individuals or entities)
- Prior to the acceptance of an initial subscription
- Where updated onboarding information is required

Link: [Investor Onboarding Form](#)

Redemption Form

This form should be completed when an investor **wishes to redeem (withdraw) part or all of their investment** from the fund.

When to use:

- Full redemption
- Partial redemption
- Scheduled or adhoc withdrawals

Link: [Redemption Form](#)

Additional Contribution Form

This form is used when an investor wishes to **make an additional investment** into the fund.

When to use:

- Top up / additional contribution

Link: [Additional Subscription Form](#)

Stock Transfer Form

This form is used to legally **transfer ownership of the participating shares from one party (the transferer) to another (the transferee).**

When to use:

- Transfer between related parties
- Internal restructurings

Link: [Stock Transfer Form](#)

Switch Transfer Form

This form is used when an investor wishes to **switch holdings from one share class to another** within the same product suite.

When to use:

- Fundtofund switches
- Portfolio reallocation requests

Link: [Switch Form](#)

Static Details Change Request

This form is used to **update an investor's static information** held on record.

When to use:

- Change of address
- Change of bank details
- Change of name or contact details
- Updates following corporate actions

Link: [Static Detail Change Request](#)

If you are unsure which form applies to your request, please reach out to the relevant contact and we will be happy to assist – abyakutaga@pimcapitalgroup.com



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