

HBL MONEY MARKET FUND – TENTH SUPPLEMENTAL OFFERING DOCUMENT

Tenth Supplement Dated April 13, 2020 to the Offering Document of HBL Money Market Fund (HBL MMF) Issued on July 05, 2010

Managed by HBL Asset Management Limited, a company incorporated under Companies Ordinance 1984 and licensed under Non-Banking Finance Companies (Establishment and Regulation) Rules 2003.

HBL Money Market Fund (HBL MMF or Fund) was established in Pakistan by a Trust Deed dated March 18, 2010 registered under the Trust Act 1882 between HBL Asset Management Limited as Management Company and Central Depository Company of Pakistan Limited as the Trustee and registered as a notified entity under the Non-Banking Finance Companies and Notified Entities Regulations, 2008.

Effective from April 20, 2020 – following changes have been made the offering document of HBL Money Market Fund which is now amended and read as follows:

1. Inclusion of Risk Profile and Risk of Principal Erosion on the first page of the offering document

Risk Profile: Very Low

Risk of Principal Erosion = Principal at Very Low Risk

2. Existing Clause 8.7 “Procedure for Requesting Change in Unit Holder Particulars” is amended and now read as follows:

8.7 Procedure for Requesting Change in Unit Holder Particulars

8.7.1 Who Can Request Change?

All Unit Holders are eligible to change their Unit Holder details if they so desire. For such change in particulars, a request shall be made via the Special Instructions Form (Form 07), and/or by sending an email on info@hblasset.com through customer’s registered email address and/or by calling on HBL AMC’s helpline at 0800-42526 from customer’s registered number. Special Instruction Form may be obtained from Distributors or Investment Facilitators or from the Management Company or through its website. However, if Units are held in CDS account then request should be made through CDS Participant or the Investor Account Service (IAS) with which the account is maintained, according to the procedure laid down in CDC Regulations.

8.7.2 Application Procedure for Change in Particulars

(a) Some of the key information which the Unit Holder can change is as follows:

- i. Change in address
- ii. Nominee detail
- iii. Change in Bank Account details
- iv. Account Operating instructions
- v. Frequency of profit payments
- vi. Systemic Conversion Option
- vii. Joint Holder details

Change will not be allowed in Title of account, Address and CNIC number of the Unit Holder (without any documentary evidence). Any addition or deletion in joint account holder is not allowed.

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- (b) Fully completed Special Instructions Form has to be submitted by both Individuals and/or Institutional Investor(s). This Form should be delivered to any of the Authorized Branches of the Distribution Companies or may be submitted to the Management Company through an Investment Facilitator within Business Hours on a Dealing Day.
- (c) The applicant must obtain a copy of the Special Instructions Form signed and duly verified by an Authorized Officer of the Distributor or Management Company.
- (d) If the applicant is requesting the above changes via email or by calling on HBL AMC helpline, a confirmation email for amendment in particulars would be sent as an acknowledgement of his/her request.
- (e) The Distribution Company and /or Management Company will be entitled to verify the particulars given in the Special Instructions Form/ Email/ Call. In case of any incorrect information the application may be rejected if the applicant does not rectify the discrepancy.
- (f) The Unit Holder will be liable for any taxes, charges or duties that may be levied on any of the above changes. These taxes, charges or duties may either be recovered by redemption of Unit Holder equivalent Units at the time of the service request or the Management Company may require separate payment for such services.
- (g) Unless the Joint Unit Holder(s) of Units have specified otherwise, all the Joint Unit Holder(s) shall sign the Special Instructions Form for such Units.

3. Sub-clause 5.12.10 in Clause 5.12 “Bank Accounts” is added and read as follows:

5.12.10 The Trustee shall, if requested by the Management Company at its discretion also open a separate Account designated by the Management Company. These account(s) may be used for the purpose of collection of sale proceeds, where collections received on account of subscription of Units by investors of various unit trusts and the administrative plans that are managed by the Management Company shall be held prior to their being allocated and transferred to pertinent unit trust(s). Such account(s) may also be used for temporary parking for the purpose of redemption. Provided however, in relation to the other unit trusts managed by the Management Company mentioned above, there are similar provisions in the trust deeds of such Funds and have Trustee as common between them. Such accounts shall be in the title of “CDC-Trustee HBL Funds”.