

# Settlement Bank Account Update Form

The Sun Life Investment Management and Trust Corporation (SLIMTC) Unit Investment Trust Funds (UITFS), referred to as “Funds,” are all managed and distributed by SLIMTC, a member of the Sun Life group of companies. In this form, **you** and **your** refer to the investor while **we, us, our,** and the **Company** refer to SLIMTC.

## IMPORTANT NOTES & INSTRUCTIONS:

The accomplished and signed **Settlement Bank Account Update Form** must be submitted via email to your SLIMTC Relationship Manager or to your Certified UITF Sales Personnel, along with the required documents. All signed documents shall be treated as original copies.

Please write legibly using **CAPITAL LETTERS** and write **N/A** if question/item is not applicable. Mark the box(es) with an “✓” to indicate your choice(s) and **sign the form** only when completely filled out.

### A GENERAL INFORMATION

#### IMPORTANT NOTE:

The effectivity date for the change of your settlement bank account will be **one (1)** business day after the receipt of SLIMTC of this request. Complete documents must be submitted within the cut-off period. Submissions after the cut-off period will be processed the following business day.

#### 1. Account Number

#### 2. Account Type

Individual/Joint Account  Corporate Account

#### 3. Account Name

#### 4. Date Accomplished (mm-dd-yyyy)

### B SETTLEMENT BANK ACCOUNT INFORMATION

#### IMPORTANT NOTES:

Before filling out your settlement bank account information, please read through the following guidelines:

- You may nominate one **settlement bank account for each of your Funds** with us, or use the same for all.
- For joint accounts, your settlement bank account name must include the **exact names** (regardless of its order) as your UITF Account Name, in order for redemption and other proceeds to be credited by the bank.
- SLIMTC will credit **all future redemptions and other proceeds from the UITF/s** to your enrolled settlement bank account. We will not be liable for delays in, or unsuccessful crediting of redemption and other proceeds due to errors or discrepancies in bank account name and/or other information provided.
- Any new enrollment or updates to your settlement details is subject to SLIMTC’s review and will supersede previously enrolled settlement bank accounts.

#### PROOF OF BANK OWNERSHIP REQUIREMENT

As a validation measure, please provide any one (1) of the documents below as proof that you are the authorized owner(s) of the settlement bank account(s) nominated above:

- a. Bank Statement of Account
- b. Certificate of Bank Deposits
- c. First Page of the Account Passbook
- d. Check
- e. ATM Card showing the bank account number
- f. Machine-validated Withdrawal Slip
- g. Machine-validated Deposit Slip

The bank account number(s) and the account name(s) must appear on one (1) page and should be readable and clear. **SLIMTC may require presentation of additional documents to validate submissions.**

#### 6. Currency (should match the currency of the applicable UITF)

Peso (PHP)  Dollar (USD)

#### 7. Bank Name

#### 8. Bank Account Number

#### 8. Bank Account Name

#### 9. Applicable SLIMTC UITFs

By signing, you confirm your understanding and agreement on the following:

- a. All information provided in this form are true, correct, and complete. All agreements made with SLIMTC are set out in this form.
- b. You declare under pain of criminal and/or civil liability that you are the owner of the stated settlement bank account(s). We will not be liable if the proceeds are credited to an erroneous bank account due to your fault or negligence. Bank charges, if any, will be taken from your account.
- c. Crediting of redemption and other proceeds to your designated settlement bank account number or account name fully releases and discharges SLIMTC from any claims or liabilities related thereto.
- d. You agree to indemnify and hold SLIMTC free and harmless from any and all claims, losses, including opportunity loss, damages, or expenses as a result of this enrollment request, including any misrepresentation as to the owner of the bank account(s), and/or failure of your bank or its intermediary to honor the transaction.
- e. Compliance with the Data Privacy Act of 2012 (R.A. No. 10173)  
 You agree that SLIMTC shall process your personal data to: a) evaluate your application and administer your account; b) process transactions and enforce/fulfill contractual rights/ obligations; c) improve the provision of products and services (including improvement in systems and business processes, data analytics, automated processing, etc.); d) comply with legal obligations, as well as laws and regulations (domestic or foreign); and e) manage risks and pursue its legitimate interests, including verifying and obtaining additional personal data from third party sources. SLIMTC may disclose your personal data to its affiliates, service providers, and other third parties for processing consistent with the foregoing purposes, who shall be bound by contractual or other reasonable means to protect your personal data. Your personal data shall be retained throughout the existence of your account(s) and/or upon the later of the expiration of the retention limit set by Company standards, laws and regulations, counted from account closure. Your rights include the right to be informed, access your data, rectify errors, object to processing, and file a complaint. For more information about your rights and how we protect your data, you may access our privacy policy at <https://online.sunlife.com.ph/privacy>. Should you have any concerns in relation to your rights or the processing of your personal data, you may get in touch with our Data Protection Officer at [privacy.slimtc@sunlife.com](mailto:privacy.slimtc@sunlife.com). Your personal data shall be retained for the duration of your coverage under your plan or existence of your account(s) and/or upon the later of the expiration of the retention limit set by Company standards, laws and regulations, counted from account closure. You certify that you understand and agree with the declarations and authorizations
- f. Electronic or digital signatures or sign-in-wraps utilized in this form shall have the same force and effect as a manual signature. You understand the risks and assume full responsibility for all your electronic transactions, and warrant that SLIMTC can rely on your electronic signatures and/or instructions via electronic means.

**Primary Account Holder / Authorized Signatory (1)**

Printed Name	Signature
Place of signing (City/Municipality, Country)	Date Signed (e.g. mm-dd-yyyy)

(if there are multiple account holders/authorized signatories required to sign, please use the space below)

**Secondary Account Holder / Authorized Signatory (2)**

Printed Name	Signature
Place of signing (City/Municipality, Country)	Date Signed (e.g. mm-dd-yyyy)

**Secondary Account Holder / Authorized Signatory (3)**

Printed Name	Signature
Place of signing (City/Municipality, Country)	Date Signed (e.g. mm-dd-yyyy)

**Secondary Account Holder / Authorized Signatory (4)**

Printed Name	Signature
Place of signing (City/Municipality, Country)	Date Signed (e.g. mm-dd-yyyy)

**Secondary Account Holder / Authorized Signatory (5)**

Printed Name

Signature

Place of signing (City/Municipality, Country)

Date Signed (e.g. mm-dd-yyyy)

**FOR SLIMTC USE ONLY**

**Signature Verified by**

Printed Name

Signature

Date (e.g. mm-dd-yyyy)

**Approved by**

Printed Name

Signature

Date (e.g. mm-dd-yyyy)