

# Cancellation Notice

**IMPORTANT:** Information about your right to cancel your subscription of units in a Fund follows.

Unless defined herein or the context otherwise requires, terms defined in the Investment Account Terms and Conditions (the “**Terms and Conditions**”) have the same meaning when used herein. The prevailing Terms and Conditions may be obtained from your Financial Adviser or from the Navigator website.

**(i) Right of cancellation and cancellation period**

You have the right to cancel your subscription of units in any Fund within seven (7) calendar days (or such period permitted by the relevant authorities) from the date on which the initial subscription was made (the “**Cancellation Period**”). This right of cancellation is not available:

- (a) if you are not an individual;
- (b) if you are an existing holder of units in a Fund who subsequently subscribes for units in that Fund after the Cancellation Period;
- (c) if you switch units in a Fund in accordance with sub-paragraph (iv) below; or
- (d) if you are a participant in an easy save option for units in a Fund, making a second or subsequent payment for subscription. Where the last day of the Cancellation Period falls on a Saturday, Sunday or a public holiday in Singapore, the Cancellation Period will be extended to the next calendar day that is not a Saturday, Sunday or a public holiday.

If you request for the cancellation of a subscription of units in a Fund, you shall be deemed to cancel the entire subscription agreement, and neither Navigator Investment Services Limited (“**Navigator**”) nor the relevant Fund manager are obliged to cancel part only of your subscription of units unless required to do so by applicable law or regulation. Any such cancellation is subject to maintenance of the minimum holding requirements set out in the **Schedule – Funds Investment**.

Navigator has the right to suspend the cancellation of units of any Fund during any period when the issue, realisation or valuation of units of that Fund is suspended by the Fund manager of that Fund in accordance with the terms of the Fund’s prospectus.

**(ii) Procedure for cancellation**

Cancellation requests may be made on the prescribed administrative form for cancellation or otherwise in writing to Navigator. A cancellation request must be submitted within the Cancellation Period (which is determined by the postmark for submissions made by ordinary post).

If you do not use the prescribed administrative form for cancellation, you should ensure that your written cancellation request provides all of the following information:

- (a) your name, NRIC or Passport No., address and telephone number, as supplied in the subscription form;
- (b) the date of the subscription form;
- (c) the gross investment amount paid by you and total number of units in the relevant Fund subscribed for under the subscription form; and
- (d) how the units were subscribed for, i.e. whether by Cash, CPF or SRS monies, and details of your CPF or SRS account (as the case may be).

Navigator may in its sole discretion reject cancellation requests with insufficient or incomplete details.

A cancellation request that is received and accepted by Navigator on or before Navigator’s cut-off time (as determined by Navigator from time to time) on a business day is treated as received on that business day. A cancellation request received and accepted after Navigator’s cut-off time on a business day or on a day that is not a business day, is treated as received on the next business day. A “**business day**” is a day that is not a Saturday, Sunday or a public holiday in Singapore.

You should note that the CPF Board, the CPF Agent Banks and other settlement agents are not authorised to receive cancellation requests.

**(iii) Cancellation proceeds**

The cancellation proceeds payable to you shall be calculated as follows:

- (a) for cancellation requests for units received during the initial offer period of a Fund, at an amount equal to the total amount paid by you for the subscription of those units (the “**Gross Investment Amount**”);
- (b) for cancellation requests for units received after the initial offer period of a Fund, the lower of:
  - (i) the aggregate of the value of the units on the relevant dealing day of the Fund, based on the realisation price on such dealing day and the front-end load fee or sales charge paid (if any) for such units (the “**market value of the units**”); or
  - (ii) the Gross Investment Amount.

If the market value of the units is greater than the Gross Investment Amount, the difference will not be paid to you. If the market value of the units is lower than the Gross Investment Amount, Navigator will pay the market value of the units only. You may therefore not get back your original investment.

Navigator may deduct an Administrative Fee from the cancellation proceeds for expenses reasonably related to the subscription and cancellation.

**(iv) Realisation and the exchange, switch or conversion of units**

You may choose to realise your units by submitting a redemption request instead of cancelling them. However, you will not be entitled to any benefits that may apply to the units if they had been cancelled (i.e. there will be no refund of the front-end load fee or sales charge and the levy of any applicable realisation charge is allowed). The realisation proceeds may be lower than the cancellation proceeds if any appreciation in the value of the units is less than the front-end load fee/sales charge and/or the realisation charge (where applicable). Also, the published prices of the units are indicative in nature and can change during the period between the submission and processing of your redemption request.

You may switch units of a Fund (the “**first Fund**”) subscribed for to units of another Fund (the “**second Fund**”) during the Cancellation Period applicable to the subscription of the first Fund, and you shall have the right to cancel the subscription of units in the second Fund. In this respect, please note that:

- (a) you shall not receive any refund of front-end load fee or sales charge in relation to the subscription agreement in respect of the first Fund;
- (b) it is not certain whether you would be in a better or worse position if you switch Funds; and
- (c) you may be charged a switching fee for the switch.

# Cancellation Form

To be used within the cancellation period of seven (7) calendar days from the date on which the initial subscription application was made and subject to the preceding terms and conditions in accordance to the Terms and Conditions.

## Part A

### Current Details

Main Applicant  NRIC/Passport No.

Joint Applicant  NRIC/Passport No.   
(if any, or where applicable)

Plan Account No.  N

Type of Investments  Cash  CPF-OA  CPF-SA  SRS

## Part B

### Cancellation Details

Initial Transaction Type (Please tick one box only, use a separate form if necessary)

Subscription  Fund Switch (on Fund(s) to be subscribed/switched into)

Initial Transaction Date

Fill in the Fund(s) and Fund code(s) below.

Fund(s) to be cancelled	Fund Code
1. <input type="text"/>	( A <input type="text"/> )
2. <input type="text"/>	( A <input type="text"/> )
3. <input type="text"/>	( A <input type="text"/> )
4. <input type="text"/>	( A <input type="text"/> )
5. <input type="text"/>	( A <input type="text"/> )
6. <input type="text"/>	( A <input type="text"/> )
7. <input type="text"/>	( A <input type="text"/> )
8. <input type="text"/>	( A <input type="text"/> )
9. <input type="text"/>	( A <input type="text"/> )
10. <input type="text"/>	( A <input type="text"/> )

**Note:** Subscription units of the Fund(s) will be fully cancelled. No partial cancellation allowed.

**Plan Account will be closed** should there be no more Fund(s) subscribed under the Plan Account after the cancellation request.

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## Part C

### Payment Instructions (Applicable to cash investments only)

Cheque (Cheque will only be made payable to your name and sent to your mailing address)

For joint account, please state name of payee

Direct Credit

The bank account that you nominated earlier

The following bank account:

Name of Bank

Branch

Bank Account No.

(Bank No.)

(Branch No.)

(Account No.)

Bank Account Name

Please note that for investments made using CPF-OA, CPF-SA and SRS monies, payments will be made directly to your CPF Investment Account with your Agent Bank, CPF Special Account or SRS Account, as the case may be. Third party payment for all plan types is not applicable.

## Part D

### Declaration and Signature

I/We

- have received, read and agreed to comply with and be bound by the Terms and Conditions and any other terms and conditions that Navigator may issue from time to time (including the terms stipulated in the Cancellation Notice in this Form), and acknowledge that this application is subject to the same;
- (in the case of individual subscriber(s)) confirm that I/we am/are not undischarged bankrupt(s), have not committed any act of bankruptcy within the last 12 months and no bankruptcy order has been made against me/us during that period, and I/we am/are not subject to any order made under the Mental Treatment and Disorders Act (Cap. 178 of Singapore);
- represent that all information given to Navigator herein is true and correct;
- acknowledge that Navigator may reject any of my/our instructions including, but not limited to, those that are incomplete, unclear or ambiguous, or if my/our signature(s) differ(s) from what was originally provided as a specimen to Navigator, and Navigator will not be responsible for any losses that may be suffered by me/us due to such rejection of any of my/our instructions;
- consent that any communication from Navigator (including notices, confirmations, Fund reports and transaction statements) may be sent to me/is via secured electronic mail via the Secured Website or via such other methods in circumstances as may be determined by Navigator from time to time at its sole discretion;
- in respect of Transactions using CPF or SRS monies, I/we acknowledge that Navigator may be required to comply with such rules and regulations and/or terms and conditions relating to that of the CPFIS and/or SRS, as may be applicable; and
- acknowledge and take sole responsibility for any investment decisions committed without the benefit of advice from a tax, legal or Financial Adviser and I declare that I will not hold the Company or any of its officers, employees or agents liable in any respect whatsoever for any losses that I may suffer as a direct or indirect consequence of my own investment decision(s).

Signature of Main Applicant

Signature of Joint Applicant

Name

Name

Date

Date

Note: Both applicants to sign if the 'both to sign' option was selected on the Account Opening Form.

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## Part E

### Financial Adviser Details

Name of Financial Adviser Rep  FAR Code

Name of Financial Adviser  NRIC No.

### For internal use only:

Staff Name:

Date:  Time:  Contact Person:

Remarks:

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