



**AIA Pension and Asset Management Sdn. Bhd.** (10116374P)

Level 10, Menara AIA, 99 Jalan Ampang  
50450 Kuala Lumpur  
P. O. Box 10717,  
50722 Kuala Lumpur  
T : 1300 22 7771  
F : 03-2056 1091

## REQUEST FOR CHANGE FORM

Name	
IC No	
Telephone No	

### TYPE OF CHANGE

1	New address																								
		Postcode								Town															
2	New telephone no	State																							
3	Signature & Passport Number	Old signature & Old Passport No:												New signature & New Passport No:											
4	New email address (Subscribe to E-statement*)																								
5	Other changes Please specify:																								

*\*Remark: E-statement here refer to softcopy of tax invoice, statement of account, reports, interim report, annual report, fund fact sheet, market review and/or any marketing material.*

I hereby confirm my request signed in the presence of the witness & supported with a copy of my identity card as proof of my identity.

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Signature

Name:

Date:

For Office Use :

AIA Log Book Ref. No	Attended by:	Date:



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#### **TERMS AND CONDITIONS GOVERNING e-STATEMENT OF ACCOUNT**

Applicant do hereby agree as follows:

1. When Applicant agrees to receive e-statements i.e. tax invoice, statement of accounts, interim/annual report and any other statement by email, Applicant understands that no such statements will be generated and sent to the Applicant if there are no transactions in his/her account during the defined issuance period of these statements.
2. AIA PENSION AND ASSET MANAGEMENT SDN BHD has the right, at its sole discretion, to refuse this or any other application or stop the e-Statement service at any time without any prior notice to Applicant and Applicant will receive only paper statements.
3. In case of no dispute about the contents or any entry in the account within 15 days from the date of receipt hence, the records of AIA PENSION AND ASSET MANAGEMENT SDN BHD shall be conclusive evidence of the correctness of all debits and credits and balances of the account(s).
4. The Applicant assumes the risk associated with the e-Statement service and in the case of disclosure of the released statement, APAM shall not be liable to any direct, indirect, special, incidental or consequential loss or damage which may arise in respect of this disclosure and/or delivery of this e-Statement service through the email address(s) stated.
5. Applicant understand that the e-Statement Services is free of charge. However AIA PENSION AND ASSET MANAGEMENT SDN BHD reserves the right under its sole discretion to charge for the service in future after prior notification to the Applicant.
6. In the event that the Applicant does not provided AIA PENSION AND ASSET MANAGEMENT SDN BHD with an email address or a valid email address, a paper based statement will be provided to the Applicant subject to the payment of any applicable fees stated in the Schedule of Charges.
7. AIA PENSION AND ASSET MANAGEMENT SDN BHD shall be deemed to have delivered the e-Statement to the Applicant upon receipt by the Applicant of the email from AIA PENSION AND ASSET MANAGEMENT SDN BHD containing such e-Statement.
8. Applicant is the owner and designated user of the designated email and shall take all necessary security measures and precaution to ensure that the designated email is not accessed by any unauthorized party. Applicant agree and confirm that AIA PENSION AND ASSET MANAGEMENT SDN BHD does not warrant the timelines, security, confidentiality or availability in the transmission of the e-Statements to the designated email.
9. Applicant may terminate the Service at any time by completing a designated form and returning it to AIA PENSION AND ASSET MANAGEMENT SDN BHD. Applicant understand that AIA PENSION AND ASSET MANAGEMENT SDN BHD will then only send the statements in paper format to the last mailing address appearing on AIA PENSION AND ASSET MANAGEMENT SDN BHD's records subject to the payment of any applicable fees stated in the Schedule of Fees and Charges
10. Applicant agreed that from time to time AIA PENSION AND ASSET MANAGEMENT SDN BHD may advertise its products and services through the e-Statement Service.
11. Applicant acknowledged that AIA PENSION AND ASSET MANAGEMENT SDN BHD will use its best endeavours to ensure the security of the Service. Notwithstanding the foregoing, Applicant agreed that AIA PENSION AND ASSET MANAGEMENT SDN BHD shall not liable in any manner for any disruption, unavailability of the Service, communication, electrical or network failure that may result in the e-Statements being incomplete, unavailable or delayed in transmission. Applicant further acknowledged that the use of and the transmission of information via email and/or internet may not be guaranteed to be secure. I acknowledge that the information transmitted may be liable to error, viruses, delay, interception, modification or amendment by unauthorized persons and acknowledged that transmission may be disrupted, interrupted, delayed or incorrect. Applicant shall not hold AIA PENSION AND ASSET MANAGEMENT SDN BHD responsible for any errors, viruses, delay, inaccuracy, losses and damages whatsoever arising from or in connection with the use of the Service (including but not limited to any interception, modification or amendment, disruption, interruption, delay or inaccuracy of emails or internet transmission or other communication equipment or facilities. For the avoidance of doubt, AIA PENSION AND ASSET MANAGEMENT SDN BHD shall not be responsible for any losses suffered whether direct, indirect, consequential, or special loss, even if AIA PENSION AND ASSET MANAGEMENT SDN BHD shall have been advised of the same.