



GLOBEVEST CAPITAL

GESTION D'ACTIFS | FONDS ALTERNATIFS
ASSET MANAGEMENT | ALTERNATIVE FUNDS

Globevest Capital Funds

Purchase instructions for Discretionary Portfolio Managers (for managed accounts only)

Complete ONE *subscription agreement* and *schedules A and D* for all your managed accounts:

- The **portfolio manager** writes his name, address, fax number and email address on page 5 of the subscription agreement.
- The **portfolio manager** writes his name, title and signs page 6 of the subscription agreement.
- The **portfolio manager** completes *schedule A* :
 - The **portfolio manager** writes the date of the subscription agreement's signature.
 - The **portfolio manager** **doesn't** need to complete the table with the client(s) information.
 - The **portfolio manager** writes his name, title and signs *schedule A*
- The **portfolio manager** selects category **q** and signs the last page of *schedule D*.
- Once the agreement is approved by Globevest, the portfolio manager enters the buy order on fundSERV via his IT system.

Subsequent Purchases

- The **portfolio manager** enters the buy order on fundSERV via his IT system.

IMPORTANT

Please refer to your internal compliance procedures before purchasing a Globevest Capital fund (offering memorandum fund)

GLOBEVEST CAPITAL FUNDS ARE TRADED DAILY FROM 9:30 AM to 3:00 PM VIA fundSERV.

Please send the completed and signed documents by email to you representative or to the following address:
fonds@globevestcapital.com.

PLEASE REFER TO YOUR GLOBEVEST CAPITAL REPRESENTATIVE IF YOU HAVE QUESTIONS REGARDING THESE PROCEDURES