

## Purpose

This document outlines the various considerations within the Asset Transfer Out process.

## Asset Transfer Out

### Process

Please complete, sign and submit the Asset Transfer Out Form, together with any associated documents if relevant to [assetinstruct@credogroup.com](mailto:assetinstruct@credogroup.com).

## Other Considerations

The asset transfer will commence once we have received the fully completed Asset Transfer Out Form together with any associated documents that are in good order, or if the asset(s) is/are being transferred to another custodian, they have agreed the transfer and supplied us with all necessary information in order for us to instruct accordingly.

There needs to be sufficient cleared funds in the account from which the assets are being transferred in order for us to collect the relevant transfer fee.

The account receiving the assets must be fully operational in advance of the asset transfer commencing.

The timescales for settlement will vary dependant on, but not limited to:

- Whether the receiving custodian has received a valid instruction to accept the asset
- Whether the receiving custodian has an account open with the Transfer Agent for the transfer of Mutual Funds or the like
- Whether the assets can be settled electronically or physically

A typical transfer out, not including Fund positions will take between 10-15 working days to complete.