

15 September 2011

CIRCULAR BR/AL/LSH-val/044-11
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TO : ALL MEMBERS

ATTN : CHIEF EXECUTIVE OFFICER
& ALL I³ SYSTEM USERS

RENEWING OF UNIT TRUST CONSULTANT (UTC) FOR THE YEAR 2012

All members' UTC registration will expire on 31 Dec 2011. In order for members to renew their UTCs for the year 2012, the I³ system UTC renewal function will be enabled from 1st Oct 2011 to 10 Jan 2012. Please refer to the appendix for detail of the datelines.

The UTC renewal can be done using I³ system renewing process of compile then approve, or using the Data Uploading Tools under File Transfer to upload UTC renewal list into the system and then approve. UTCs who are not renewed by 10th Jan 2012 will be terminated by the system and will each be charged a re-registration fee of RM73.00 should they decide to re-register as UTC on a later date. Re-registration fee is only waived for those UTCs who have renewed for that year.

There is no payment required at the time of renewal as the UTC fee and card fee for 2012 will be calculated later based on the total number of UTC renewed for 2012. These fees will be included as part of the annual membership subscription fee for the year 2012.

Should you need further clarification, please contact the Business Registration Department at 03-20932600.

Thank you

Yours faithfully
Federation of Investment Managers Malaysia



LEE SIEW HOONG
Chief Executive Officer

Dateline for UTC renewal and keying in of the AUM/Sales (UTMC/IUTA) into the I³ System for year 2012. (CUTA does not require to key in AUM or Sales)

I³ System – UTC Renewal Scheduler

Date	Description
01/10/2011	<ul style="list-style-type: none"> • I³ System Renewal function – ENABLED • Renewal will only be approved after FIMM received the cover letter with the renewal listing. • The expiry date on UTC card and on FIMM website will be shown as Jan 2013
27/12/2011 – 10/01/2012	<ul style="list-style-type: none"> • UTC Re-Registration and Resign/Terminate function will be DISABLED.
01/01/2012	<ul style="list-style-type: none"> • UTMC/IUTA to key-in AUM/Sales to I³ System.
<u>10/01/2012 (12.00pm)</u>	<ul style="list-style-type: none"> • Closing Date for Renewal of UTC
10/01/2012 Midnight	<ul style="list-style-type: none"> • All re-registration, resign/termination, and renewal batches pending approval on member side will be reversed out. • I³ System will <u>AUTO TERMINATE</u> all UTC that are NOT RENEWED.
11/01/2012	<ul style="list-style-type: none"> • UTC Re-Registration and Resign/Terminate function will be ENABLED. • I³ System Renewal function – DISABLED.
<u>20/01/2012 (11.59pm)</u>	<ul style="list-style-type: none"> • Closing Date for keying AUM/Sales to I³ System
21/01/2012	<ul style="list-style-type: none"> • UTMC/IUTA failed to key-in AUM/Sales, will be <u>BLOCKED</u> to register candidate(s)
22/01/2012	<ul style="list-style-type: none"> • AMSF or Annual Fee Payment invoice will be sent out to UTMC/IUTA as and when AUM/Sales been keyed in. • Annual Fee Payment invoice will be sent out to CUTA
28/02/2012	<ul style="list-style-type: none"> • UTMC/IUTA/CUTA failed to made payment, will be <u>BLOCKED</u> to register candidate(s)