



SEC/MR

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# SECURITIES AND EXCHANGE COMMISSION

## MONTHLY RETURNS FROM UNIT TRUST SCHEME FUND MANAGERS

AS AT .....

*(This return must be made, by the 14<sup>th</sup> day of the following month. Late returns would attract statutory penalty).*

1. **Name of Company/Fund Manager:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date of Incorporation:** \_\_\_\_\_

**Telephone number:** \_\_\_\_\_

2. **Registered Function** \_\_\_\_\_

3. **CAPITAL of Fund Manager:**

Authorized Capital: \_\_\_\_\_

Paid-up Share Capital of the Company: \_\_\_\_\_

Shareholders Funds: \_\_\_\_\_

Percentage of Fund Managers' holding: \_\_\_\_\_

**Details of the Fund**

a. **Name of Scheme:** \_\_\_\_\_

b. **Change of Name of Scheme (if applicable):** \_\_\_\_\_

c. **Date of Commencement:** \_\_\_\_\_

d. **Initial Floatation (Volume/Unit Price):** \_\_\_\_\_

e. **Initial subscription (Value/%):** \_\_\_\_\_

f. **Fund's financial year end** \_\_\_\_\_

4. **Name of Custodian:** \_\_\_\_\_

Current Address: \_\_\_\_\_

Old Address (if any) \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

5. **Name of Trustees:** \_\_\_\_\_

Current Address: \_\_\_\_\_

Old Address (if any) \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail \_\_\_\_\_

6. **Name of Registrar:** \_\_\_\_\_

Current Address \_\_\_\_\_

Old Address (If any) \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail \_\_\_\_\_

7. **Name of Compliance officer:** \_\_\_\_\_

Registration Status with the Commission: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail \_\_\_\_\_

### SCHEDULE OF INVESTMENTS

8. **CAPITAL MARKET INVESTMENTS**

i. Value of Quoted Equities ₪ \_\_\_\_\_

ii. Fixed Income Securities (Bonds)

i	Federal Government Bond	₪
ii	State Government Bond	₪
iii	Municipal Bond	₪
iv	Corporate Bond	₪
v	Supranational Bond	₪
	<b>TOTAL</b>	₪

iii. Value of Unquoted Equities ₪ \_\_\_\_\_

**Total (₪)** \_\_\_\_\_

9. **MONEY MARKET INVESTMENT**

i	Commercial Papers	₪
ii	Bankers' Acceptance	₪
iii	Treasury Bills	₪
iv	Discount notes	₪
	<b>TOTAL</b>	₪

Other (specify) \_\_\_\_\_

10. **REAL ESTATE INVESTMENTS**

i	Equity REITS	₦
ii	Mortgage REITS	₦
iii	Hybrid REITS	₦
iv	Investment Property:	₦
a	Completed projects	₦
b	Uncompleted Projects	₦
	<b>TOTAL</b>	<b>₦</b>

Others (specify) \_\_\_\_\_

11. **TOTAL VALUE OF INVESTMENT (₦):** \_\_\_\_\_

**NB: Please attach Valuation methods and analysis of valuation for all investments**

12. Undistributed Dividend (₦) \_\_\_\_\_

13. **CASH AND BANK**

i	Cash	₦
ii	Cash at Bank	₦
iii	Call Deposits	₦
iv	Fixed Deposit	₦
	<b>TOTAL</b>	<b>₦</b>

14. **INCOME RECEIVED DURING THE MONTH OF RETURN**

❖ **Income from Capital Market Investments**

i	Ordinary share dividend	₦
ii	Realized capital gains	₦
iii	Others (with notes)	₦
	<b>Total</b>	<b>₦</b>

i	Return on FGN Bonds	₦
ii	Return on State Government Bonds	₦
iii	Return on Municipal Bonds	₦
iv	Return on Corporate Bonds	₦
v	Return on supranational Bonds	₦
	<b>Total</b>	<b>₦</b>

❖ **Income from money market investments**

i	Interest on Commercial papers	₦
ii	Interest on Bankers Acceptance	₦
iii	Yields on Treasury Bills	₦
iv	Interest on Discount notes	₦
v	Others (with notes)	₦
	Total	₦

❖ **Income from Real Estate Investments**

i	Return from Equity REIT	₦
ii	Return from mortgage REIT	₦
iii	Return from Hybrid REIT	₦
iv	Rental income	₦
v	Realized capital gain	₦
vi	Others (with notes)	₦
	Total	₦

15. **TOTAL INCOME RECEIVED DURING THE MONTH OF RETURN ₦** \_\_\_\_\_

16. **Unrealized Capital gains (₦)** \_\_\_\_\_

17. **Expenses:**

- i. Management Fee (₦) \_\_\_\_\_
- ii. Custodians Fee (₦) \_\_\_\_\_
- iii. Trustees Fee (₦) \_\_\_\_\_
- iv. Registrars Fee (₦) \_\_\_\_\_

v. Statutory fees:

Item	TOTAL TRANSACTION COST ₦
Brokerage Fees	
NSE/CSCS Fees	
Stamp Fees	
VAT	
<b>Total</b>	

Other expenses (with notes) ₦ \_\_\_\_\_

18. **Total Expenses for the month ₦** \_\_\_\_\_  
19. **Net Income/Loss ₦** \_\_\_\_\_

❖ **MUST BE COMPLETED**

20. **Development & Level of work done in adoption of IFRS:**

\_\_\_\_\_

21. No. of Unit Holders: Individual \_\_\_\_\_ Corporate \_\_\_\_\_

Joint Unit Holders \_\_\_\_\_ Total number of unit holders \_\_\_\_\_

22. Total Value of Fund (₦) \_\_\_\_\_

23. Value of Outstanding dividends due to investors: \_\_\_\_\_

24. Value of Outstanding dividends due to Fund Manager: \_\_\_\_\_

25. **FUNDS STATUS:**

26. Gross Asset Value: \_\_\_\_\_

Current Asset: \_\_\_\_\_

Non-current Asset: \_\_\_\_\_

27. Total Liability to Date \_\_\_\_\_

Current Liabilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Non Current Liabilities: \_\_\_\_\_

28. Net Asset Value (As at last day of the month) \_\_\_\_\_

29. Number of Units (Opening Balance) \_\_\_\_\_

Additions \_\_\_\_\_

Redemption \_\_\_\_\_

30. Total No. of Units (closing balance)\_\_\_\_\_

Bid Price\_\_\_\_\_

Offer Price\_\_\_\_\_

**Authorized Signatory/Stamp**

.....  
**Chief Operating Officer (COO)**

.....  
**Date**

.....  
**Compliance Officer**

.....  
**Date**