

Website: www.dspim.com E-mail: service@dspim.com Contact Centre: 1-800-200-4499

ACKNOWLEDGEMENT SLIP  Acknowledgement is subject to verification. Request may not be processed in case of incomplete / ambiguous / improper / incorrect details in Transaction Form.  Investor Name					
Folio Number/s					
Change of Address Change of Bank Mandate PoA Registration Contact Details PAN and KYC Updation Change in Mode of Holding Consolidation of Folios Nomination Details Cancellation for Systematic Transactions SIP STP SWP DTP - Cancellation					
ISC Stamp & Signature  NON-FINANCIAL					

## $\underline{DSP}_{\text{mutual fund}}$

## **COMMON TRANSACTION FORM**

(For Existing Investors only)

NON-FINANCIAL TRANSACTIONS

Please fill only in the space provided. Any additional details/notings/instructions or
those provided at a non designated area of the form may not be executed. Kindly
strike off the unused Sections of the Form to avoid misuse,

Distributor/RIA Name and ARN/Code	Sub Broker Code	Sub Broker/Branch/ RM Internal Code	Employee Unique ID. No. (EUIN) (Refer note below)

Existing Folio Number/s											
					1						
1	1				1						
Name of Sole / First Unitholder (Leave space	e between first / middle / last name) Mr. 🗆 N	Ms. □ M/s. □	Others								
CHANGE OF BANK MANDATE (FOR RE	DEMPTION AND DIVIDEND)	CONTACT D	ETAILS (R	efer Inst	ructio	ons ove	erleaf)				
Attach any one of: ☐ Cancelled Cheque with ☐ Latest Bank statement ☐ Latest Pass book		E-Mail (IN CAPITAL)									
Submit originals of any one of the documents		(III CALITAL)									
by the Bank or originals should be produced fo clearly evidence the bank name, bank account	r verification. All supporting documents should	Mobile									
Bank Name	and design in the state of the	MODILE									
Dalik Nallie		Tel. (Off.)	TD Code								
Core Bank		Tel. (Resi.)	TD Code								
A/c No.  A/c Type □ Savings □ Current □ NRE □ N	RO   FCNR   Others	Fax S	TD Code								
Branch Name		Tux 3	TD COUC								
& Address		PAN AND K	YC UPDAT	ION					K	YC LE	TER
City	Pin	Sole/ First Applie	cant/ Guardia	n						Atta	ached
IFSC Code (11 digit)		Second Applicant	/ Guardian							Atta	ached
MICR Code		Third Applicant/	Guardian							Atta	ached
(9 digit)											
CHANGE IN MODE OF HOLDING (All Joint Holders should sign, even in	case of "Any one or Survivor")	DECLARATION Having read and				tha Scho	mo Inform	ation Docu	mont ar	nd Staton	pont of
New Mode of Holding (please tick√)	Additional Inform	nation, Key Ir	nformation	Memor	andum a	nd Instruc	tions. I / V	Ve, here	by apply	to the	
CONSOLIDATION OF FOLIOS	conditions, rules	and regulatio	ns of the S	cheme.	I / We h	ereby nom	inate the a	bove noi	ninee to	receive	
(All Joint Holders should sign, even in	all the amounts to my/our credits in the event of my/our death and have read the instructions for nomination. Signature of the nominee acknowledging receipts of my/our credit will constitute full discharge of liabilities of DSP Mutual Fund. I / We declare that the amount invested in the Scheme is										
Folios to be consolidated (Mention all source folios	through legitima Act, Regulation,	e sources onl	y and is no	ot desig	ned for t	he purpose	of contrav	ention o	r evasion	of any	
1.	4.	of India or any S			cions or	arry our	л аррисан	ic taws cha	ctcu by	the dove	minene
2.	5.										
3.	6.										
Target Folio No. for consolidation (Mention the target											
PoA (Power of Attorney) REGISTRATIO	N DETAILS (Refer Instructions overleaf)										
Name of the PoA holder		Sole / Fi	st Holder		Seco	nd Holo	ler	1	Γhird H	older	
PAN of the PoA holder	Attached KYC Letter (Mandatory)			n he sign			de of Ho			<del>-</del> -	

Notarized copy of PoA



## COMMON TRANSACTION FORM

NON-FINANCIAL TRANSACTIONS

(For Existing Investors only)

Folio Number/s /			
Name of Sole / First Unitholder (Leave space between first	st / middle /	last name)□ Mr.	Ms. ☐ M/s. ☐ Others
NOMINATION DETAILS (All Joint Holders should sign, even in case of	"Any one o	r Survivor")	CANCELLATION FORM FOR SYSTEMATIC TRANSACTIONS (SIP / SWP / STF Source Scheme / Plan / Option (Please mention Folio no., Scheme, Plan / Option clea
☐ I/We wish to nominate ☐ I/We DO NOT wish to no	ominate		DSP -
I/We do hereby nominate the person/s more particularly des the nomination made by me/us earlier in respect of Units			Transaction Type (Please ✓) □ SIP □ STP □ SWP
· · · · · · · · · · · · · · · · · · ·	Allocation %	Signature	Frequency ( Tick any one)
Nominee 1 Name :		(Nominee/Guardian)	Daily
			☐ Weekly ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri
Polationship with applicants			☐ Monthly ☐ Half Yearly SIP Date ☐ ☐
Relationship with applicant:			☐ Quarterly ☐ Yearly
Date of Birth         D         D         I         M         M         I         Y         Y         Y         Y			Discontinuation of SI transaction
Guardian Name (if minor) :			Amount Rs. may take upto one month.
			SIP Auto Debit Bank Name
Nominee 2 Name :			Bank A/c No.
			STP in Scheme
Relationship with applicant:			(in case of STP) DSP -
retationship with applicant.			CANCELLATION FORM FOR DIVIDEND TRANSFER PLAN (DTP) (Please allow 7 days for DTP Cancellation)
			Source Scheme / Plan / Option (From where Dividend is transferred)
Date of Birth   D   D   /   M   M   /   Y   Y   Y   Y			DSP -
Guardian Name (if minor) :			
			New Dividend Sub option □ Dividend Payout □ Dividend Reinvestment (default)
Nominee 3 Name :			DECLARATION & SIGNATURES  Having read and understood the contents of the Scheme Information Document as
			Statement of Additional Information, Key Information Memorandum and Instructions / We, hereby apply to the Trustee of DSP Mutual Fund for Units of the relevant Schenand agree to abide by the terms and conditions, rules and regulations of the Scheme
Relationship with applicant:			/ We hereby nominate the above nominee to receive all the amounts to my/our creding the event of my/our doubt and have read the instructions for nomination. Signature
recacionship men appreciate			of the nominee acknowledging receipts of my/our credit will constitute full discharge liabilities of DSP Mutual Fund. I / We declare that the amount invested in the Schen is the number of contravential than the purpose of contravential than the
			of the nominee acknowledging receipts of my/our credit will constitute full discharge liabilities of DSP Mutual Fund. I / We declare that the amount invested in the Schen is through legitimate sources only and is not designed for the purpose of contravention or evasion of any Act, Regulation, Rule, Notification, Directions or any other applicablaws enacted by the Government of India or any Statutory Authority.
Date of Birth         D         D         I         M         M         I         Y         Y         Y         Y			
Guardian Name (if minor) :			
Total	100%		Sole / First Holder Second Holder Third Holder
			(To be signed as per Mode of Holding, However for nomination, all, Joint Holders should sign.)

## INSTRUCTIONS

■ CHANGE OF ADDRESS: Please always mention the Pincode while updating the address as it helps postal authorities and couriers in faster delivery. Change of address request for folios that are CVL KYC compliant will not be registered by the fund and investor should get the address updated with CVL system first. For details, please visit www. cvlindia.com. For Non KYC folios-Attach Proof of address AND PAN Card (OR Any other Proof of Identity for PAN event cases only).

Copies of all documents submitted should be self attested and accompanied by originals for verification or they should be attested by a KYD complied distributor or personnel / entities authorized for attesting as per KYC guidelines.

- CHANGE OF BANK MANDATE: Unitholder(s) need to attach any one of the following mandatory documents in original, in respect of each bank account for registering the bank accounts, failing which the particular bank account will not be registered. This will help in verification of the account details and register them accurately.
- ☐ Cancelled Cheque with name and account number pre-printed ☐ Latest Bank statement ☐ Latest Pass book ☐ Bank Letter
- If photocopy of any documents is submitted, the copy should be certified by the bank or investors must produce original for verification.
- All documents submitted should clearly evidence the bank name, account number and name of all account holders.

This bank account will be registered as the default account.

- CONTACT DETAILS: Applicants should provide contact information such as email address, mobile number and other telephone numbers. The fund sends transaction information and alerts via email and sms, which will assist them keep track of the activities in the folio. Account statements, newsletter, annual reports and other kinds of communication will be sent through email only instead of physical, for investors who provide their email address. Should they wish to have a hard copy, email request can be sent to service@dspim.com. It is deemed that the Unit Holder is aware of all the security risk associated with online communication, including possible third-party interception of documents sent via email.
- KYC COMPLIANCE: Investors shall note that KYC is mandatory and they need to comply with the 'Know Your Client' requirements, by submitting requisite documents to CDSL Ventures Limited. For more information on KYC, please Jog on to www.dspim.com/ www.cvlindia.com/www.amfiindia.com before investing. Applications are liable to be rejected without any intimation to the applicants, if KYC compliance, as required is not complied with by all the unit holders.
- CHANGE IN MODE OF HOLDING: Joint Applicants who wish to change their mode of holding from "Anyone or Survivor" to "Joint Holding" or vice versa should use this section and hereby agree that after the updation of new mode of holding/operation, any request based on previous holding/operation will not be honoured by the fund. Further, all unit holders need to sign the request irrespective of the Mode of holding.
- CONSOLIDATION OF FOLIOS: Consolidation of various folios can take place only if a. Names of unit holders, b. Order of unit holders and c. Tax status is identical in all the mentioned folios. By requesting for consolidation of folios, the unit holder/s agree that the mode of holding, bank mandate, address and nomination details in the Target Folio will be applicable and will prevail after consolidation even if they were different details in scure folios.
- POA REGISTRATION: Only a general Power of Attorney agreement without any restrictions and perennial validity is accepted. The PoA must be executed on stamp paper and registered in India and a duly notarized copy should be enclosed. The PoA must have signatures of the investor as well the PoA holder. If the signature of PoA holder is not available, the fund may call for additional documents or declarations on a case to case basis. PoA will be registered within 10 working days of receipt of all valid documents
- NOMINATION DETAILS: The nomination can be made only by individuals applying for / holding units on their own behalf singly or jointly. Non-individuals including society, trust, body corporate, partnership firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. Nomination facility is also not available for investments held on behalf of minor. If the units are held jointly, all joint holders will have to sign the Nomination Form, even if the mode of holding is "Either or Survivor". A minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the unit holder. Nomination can also be in favour of the Central Government, State Government, a local authority, any person designated by virtue of his office or a religious or charitable trust. The Nominee shall not be a trust, other than a religious or charitable trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family or a Power of Attorney holder. A Non-Resident Indian can be a Nominee subject to the exchange controls in force, from time to time. Nomination in respect of the units stands rescinded upon the transfer of units. The cancellation of the nomination can be made only by those individuals who hold units on their own behalf singly or jointly and who made the original nomination. On cancellation of the nomination, the nomination shall stand rescinded and the AMC shall not be under any obligation to transfer the units in favour of the Nominee. Investors who desire to make their nomination in favour of more than one and upto three individuals may do so by writing to the AMC/Registrar, specifying clearly the percentage to be allocated between the nominees. If no percentages are mentioned, nomination will be done equally for all the nominees. The rights in the units will vest in the nominee only upon the death of all unitholders. A new nomination request will imply simultaneous cancellation of existing nomination and request for fresh nomination. Applicants who do not wish to nominate, must at the designate space confirm their intention on not to nominate, failing which the form may be rejected at the discretion of the
- DIVIDEND TRANSFER PLAN (DTP): Form should be submitted atleast 7 days before the record date of any forthcoming proposed dividend. Please refer to <a href="https://www.dspim.com">www.dspim.com</a> > Services > Dividend Transfer Plan for list of Source Scheme, Target Schemes and detailed terms and conditions.