

Collection Centre / Stamp & Signature	
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Instructions

- i) New Investors : With reference to SEBI circular, SEBI/HO/IMD/IMD-II DOF3/P/CIR/2022/82 dated June 15, 2022, New investors subscribing to mutual fund units on or after 01-Aug-2022 shall have to mandatorily provide nomination or Opt-out of Nomination by proving a signed consent failing which the transaction shall stand rejected.
ii) For Existing Unit Holders as of 31 July 2022 : As per SEBI circular SEBI/HO/IMD/IMD-II DOF3/P/CIR/2022/82 folios where there is no nominee registered would be locked for debits effective 31st March 2023 if investor does not nominate or Opts-out from nomination by providing a signed consent.
- If the units are held jointly (i.e., in case of multiple unitholders in the folio), all joint holders need to sign the Nomination Form (even if the mode of holding/operation is on "Anyone or Survivor" basis).
- Nomination made by a unit holder shall be applicable for units held in all the schemes under the respective folio / account.
- Who can Nominate:
i) The nomination can be made only by individuals applying for/holding units on their own behalf singly or jointly.
ii) A Non-Resident Indian may be nominated subject to the applicable exchange control regulations.
Nomination is not allowed for :
i) Non-individuals including a Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu undivided family, a Power of Attorney holder.
Nomination is not allowed in a folio of a Minor unitholder. Also, Guardian of Minor unitholder cannot nominate.
- Who can be a Nominee :
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. A minor may be nominated. In that event, the date of birth proof of Minor, Name and address of the Guardian of the minor nominee needs to be provided.
- Multiple Nominees: Nomination can be made in favour of multiple nominees, subject to a maximum of Three nominees. In case of multiple nominees, the percentage of the allocation/share should be in whole numbers without any decimals, adding upto a total of 100%. If the total percentage of allocation amongst multiple nominees does not add up to 100%, the nomination request shall be treated as invalid and rejected. If the percentage of allocation/ share for each of the nominee is not mentioned, the allocation /claim settlement shall be made equally amongst all the nominees.
- Every new nomination for a folio/account shall overwrite the existing nomination, if any.
- Nomination shall stand rescinded upon the transfer of units.
- Death of Nominee/s: In the event of the nominee(s) pre-deceasing the unitholder(s), the unitholder/s is/are advised to make a fresh nomination soon after the demise of the nominee. The nomination will automatically stand cancelled in the event of the nominee(s) pre-deceasing the unitholder(s). Upon demise of one of the nominees prior to the demise of the investor and if no change is made in the nomination, then the assets shall be distributed to the surviving nominees on pro rata basis upon demise of the investor. Any odd lot after division / fraction of %, shall be transferred to the first nominee mentioned in the nomination form.
- Transmission of units in favour of a Nominee shall be valid discharge by the asset management company/ Mutual Fund / Trustees against the legal heir(s).
- The nomination will be registered only when this form is valid and complete in all respects.
- In respect of folios/accounts where the Nomination has been registered, the AMC will not entertain any request for transmission / claim settlement from any person other than the registered nominee(s), unless so directed by any competent court.
- In absence of nomination, the regulated entity shall transmit the assets in the account / folio to either the legal heir(s) or legal representative(s) of the holders as per the rules of intestate succession or as per the Will of the latter, as the case may be, after following the prescribed procedure
- Rights, Entitlement and Obligation of the investor and nominee:
 - If you are opening a new demat account / MF folios, you have to provide nomination. Otherwise, you have to follow procedure as per 3.10 of this circular.
 - You can make nomination or change nominee any number of times without any restriction.
 - You are entitled to receive acknowledgement from the AMC / DP for each instance of providing or changing nomination.
 - Upon demise of the investor, the nominees shall have the option to either continue as joint holders with other nominees or for each nominee(s) to open separate single account / folio.
 - In case all your nominees do not claim the assets from the AMC / DP, then the residual unclaimed asset shall continue to be with the AMC in case of MF units and with the concerned Depository in case of Demat account.
 - The signatories for this nomination form shall be as per mode of holding in the folio(s) / demat account(s) i.e.
 - 'Either or Survivor' Folios / Accounts - any one of the holder can sign
 - 'First holder' Folios / Accounts - only First holder can sign
 - 'Jointly' Folios / Accounts - all holders have to sign

In this regard, the regulated entity shall include in the respective account opening form, the additional information that in case of 'Either or Survivor' folios / accounts, any one of the holders will be able to make or change the nomination even subsequently.
- Transmission aspects
 - AMCs / DPs shall transmit the folio / account to the nominee(s) upon receipt of 1) copy of death certificate and 2) completion / updation of KYC of the nominee(s). The nominee is not required to provide affidavits, indemnities, undertakings, attestations or notarization.
 - In case of a joint account / folio, for transmission to the surviving joint holder(s) by name deletion, the surviving joint holder(s) shall have the option to update residential address(es), mobile number(s), email address(es), bank account detail(s), annual income and nominee(s), either at the time of transmission or at a later date. The regulated entity cannot seek KYC documents from the surviving joint holder(s) at the time of transmission, unless it was sought earlier but not provided by the holder(s).
 - Nominee(s) shall extend all possible co-operation to transfer the assets to the legal heir(s) of the deceased investor. In this regard, no dispute shall lie against the AMC / DP.
 - In case of multiple nominees the assets shall be distributed pro-rata to the surviving nominees, as illustrated below. Any odd lot after division / fraction of %, shall be transferred to the first nominee mentioned in the nomination form.

% share as specified by investor at the time of nomination		% share to be appointed to surviving nominees upon demise of investor and nominee 'A'			
Nominee	% Share	Nominee	% initial share	% of A's share to be appointed	Total % share
A	60%	A	0	0	0
B	30%	B	30%	45%	75%
C	10%	C	10%	15%	25%
Total	100%	-	40%	60%	100%

