## **COMMON APPLICATION FORM**

M FINANCIAL

PLEASE READ THE INSTRUCTIONS BEFORE FILLING UP THE FORM. All sections to be completed in ENGLISH in BLACK / BLUE COLOURED INK and In BLOCK LETTERS (all points marked\* are mandatory). For SIP investment use the separate SIP Form.

MUTUAL FUND

**To Know Your KYC Status** Scan Here



## To check your Name as per PAN and know your latest KYC Status; send an SMS to 92129 93399, in the below mentioned format:

KYC (Space) JMF (Space) (PAN Number in Capital Letters) (Space) Date of Birth in DD/MM/YYYY (Space) Name as per PAN

Sample SMS to be sent to 92129 93399 - KYC JMF ABCDE1234F 01/01/1980 First Name (Space) Last Name

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on Bank and Branch Please note: All purchases are subject to realization of cheques and as per applicable load structure (please refer Scheme Information

Document)

THIRD APPLICANT	Mr. Ms.												
PAN/PEKRN		Dat	e of Birth D	D M M Y Y	Y Y CKYC No.								
Mobile No.#			Email ID.#										
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Resident Indiv		of Minor (RI)	k	, , .	rate Partnership Sole Proprietor		FI FI		nment Body   HUF Nutual Funds				
Defence Estab		PO* (Mandatory) (FCR		, , _ ,		specify)	Charities	NGO'S N	iutuai runus				
*"Non-profit organiza	tion" means any ent	, , , , , ,	uted for religious	or charitable purposes ref	ferred to in clause (15) of se	ection 2 of the			— of 1961), that is registered as (18 of 2013).				
		Organization" [NPO] v	*					Yes					
		Income-tax Act, 1961 0) or any similar State		•	,								
Act, 2013 (18 of 2		o) of ally sillinal state	legislation of a	a Company registered	dunder the section of	or the Com	pariies	No					
If yes, please quo	ote Registration	No. of Darpan portal c	of Niti Aayog										
If not, please register i	mmediately and co	nfirm with the above infor	mation. Failure to						ill force MF / AMC to register				
		I may report to the relevan I to deduct such fines/char							equired under the respective				
OVERSEAS APF	LICANT DET	AILS [APPLICANTS	FROM US an	nd CANADA WILL	NOT BE ACCEPTED	(Refer Ir	structio	on No 7.)]					
ADDRESS (Mandato	ry for NRI/FII appl	icant)											
Country				Zip Code		TIN No. (I	Mandatory	/)					
2. KYC DETAILS (Mandatory - Refer Instruction No. XIII for details) OCCUPATION (Please tick ✓ )													
OCCUPATION (PI	Business Service Professional Agriculturist Housewife Student Defence Govt official Forex Dealer												
First Applicant Unlisted Company Body Corporate Listed Company Private Ltd. Public Ltd. Others													
GROSS ANNUAL I	GROSS ANNUAL INCOME (Please tick ✓ )  For Individual												
First Applicant		Below 1 Lac   1 - 5		D Lacs 10 - 25 Lacs	as on D D M	> 1 Crore		[Not older th	an 1 year]				
Second Applicant	For Individual	Below 1 Lac 1 - 5 L	acs 5 - 10 L	acs 10 - 25 Lacs	> 25 Lacs - 1Crore	> 1 Crore (	Occupatio	n (Please spec	ify)				
Third Applicant	For Individual	Below 1 Lac 1 - 5 L	acs 5 - 10 L	acs 10 - 25 Lacs	> 25 Lacs - 1Crore	> 1 Crore(	Occupatio	n (Please spec	ify)				
	OSED PERSON (	Please tick ✓ ) (refer <sub>l</sub>	ooint no 11 in	"instructions to the	investors for filling u	p the appl	ication fo	orms)					
First Applicant		ally Exposed Person		ed to Politically Expose		ot Applicable							
Second Applicant	I am Politic	ally Exposed Person	I am relat	ed to Politically Expose	d Person No	ot Applicable	e						
Third Applicant	I am Politic	ally Exposed Person	I am relat	ed to Politically Expose	d Person No	ot Applicable	e						
For Non-Individua	als (Companies,	Trust, Partnership et	c.) (Please tick	(✓)									
Foreign Exchan	ge / Money Chang	ger Service 🔲 Gamin /	Gambling / Lot	ttery / Casino Services	Money Lending /	Pawning [	Not Ap	plicable					
3. FATCA/CRS	DETAILS MAN	IDATORY FOR IND	IVIDUALS (N	on Individual Investors s	hould mandatory fill sep	arate FATCA/	CRS detail:	s form) (F	Refer Instruction No. XVIII)				
	rst Applicant / G			2nd Applicant	<u> </u>		_	Applicant	POA				
Place & Country of	Birth :	/	Place & Count	try of Birth :	/	Place & Co	ountry of	Birth :	/				
Country	Tax Payer Ref ID No	Identification Type [TIN or other, please specify]	Country	Tax Payer Ref ID No	Identification Type [TIN or other, please specify]	Coun	itry	Tax Payer Ref ID No	Identification Type [TIN or other, please specify]				
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		Is Refer instruction	<b>1 No. 5)*??</b> In	nvestment in more than	one Scheme cheque sh	nould be issu	ued in favo	or of JM FINAN	CIAL MUTUAL FUND -				
Sr. No.	Scheme Name	psum purchase only)		Plan	Option		Çk	Ontion	Amount				
1. JM	Scheme Name			FIGII	Ораоп		Guc	Option	Amount				
2. <b>JM</b>													
3. JM							Т	otal					

\*In case of any ambiguity / incomplete information, the default plan / option / sub-option will be applicable as per the scheme's Key Information Memorandum, Scheme Information Document & Statement of Additional Information. ?? Investor desirous of investing directly with the AMC without availing the services of any Distributor/Broker, will have to clearly tick "Direct" under above column titled as "Plan".

5. BAI	NK A	CCOL	JNT [	DET	TAILS																									(Refe	er Insti	ructio	n No	. IV)
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	DP ID No. IN Beneficiary Account No. Target ID No. Target ID No. Beneficiary Account No. Target ID No. Sin case of any ambiguity, AMC is at its discretion to either allot units as per Demat information or in physical mode. Kindly refer Statement of Additional Information and Scheme Information Document for details.																																	
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**CHECKLIST** Please submit the following documents with your application (where applicable). All documents should be original/true copies certified by a Director/Trustee/Company Secretary / Authorised signatory / Notary Public)

Documents	Individual	Companies	Societies	Partnership Firms	Investment through POA	Trusts	NRI	FIIs	PIO
Copy of PAN Card / PEKRN	✓	✓	✓	✓	✓	✓	✓	✓	
Resolution/ Authorisation to invest		✓	✓	✓		✓		✓	
List of authorised signatories with specimen signatures		✓	✓	✓	✓	✓		✓	
Memorandum & Articles of Association		✓							
Trust Deed						✓			
Byelaws			✓						
Partnership Deed				✓					
Overseas Auditor Certificate								✓	
Notarised POA					✓				
KYC Compliance	✓	✓	✓	✓	✓	✓	<b>√</b>	✓	<b>✓</b>
PIO Card									1
Foreign Inward Remittance Certificate							<b>✓</b>		<b>/</b>
Aadhaar	✓								

### INSTRUCTIONS TO INVESTORS FOR FILLING UP THE APPLICATION FORM

- Please read the Statement of Additional Information (SAI) / Scheme Information Document (SID)
  containing the terms of offer, Scheme Additional Information, Key Information Memorandum and other
  relevant documents. Your attention is particularly drawn to the sections on "Prevention of Money
  Laundering". All applicants are deemed to have accepted the terms upon filling the application form and
  tendering the payment.
- The application form is for Resident and Non Resident Indian (NRI) investors and should be completed in English in BLOCK Letters. Please (✓) in the appropriate box, wherever boxes have been provided.
- 3. The Signature(s) may be in English or in any of the Indian languages specified in the Eighth Schedule of the Constitution of India. Thumb impressions must be attested by a Magistrate or a Notary Public or a Special Executive Officer under his/her official seal. Applications by minor(s) should be signed by their guardians. In case of HUF, the Karta should sign on behalf of the HUF. In case of other non-individual investors, authorized signatories should sign under their official seal and designation as per their resolution.
- 4. Application form incomplete in any respect or not accompanied by the requisite documents and/or Cheque or Demand Draft (DD) or electronic funds transfer for the amount payable are liable to be rejected and the money paid will be refunded without any interest thereon. An application may be accepted or rejected at the sole and absolute discretion of the Trustees, without assigning any reason whatsoever. In case of inadvertent allotment, the AMC reserves the right to revert the transaction & refund the investment without any interest.
- 5. Investors are requested to indicate their choice of Plans / Sub-Plans/ Options/Sub-Options. If no indication in the relevant box is given, the investment will be deemed to be for the default option. If the mode of payment of Income Distribution Cum Capital Withdrawal (i.e. IDCW) is not indicated, the choice will be deemed to be reinvestment (if available). However, in case the Income Distribution Cum Capital Withdrawal payable to any unitholder is below Rs. 100/-, then the same will be automatically reinvested. The investment will be treated as if made under "Direct Plan" if an Investor fails to choose Direct or Regular Plan and also does not mention the ARN Code of the Distributor & Employee Unique Identification Number (EUIN) of the employee/ relationship manager/ sales person of the distributor interacting with the investor clearly thereon. Similarly, if the option IDCW or Growth is not indicated, the choice will be deemed as "Growth". For default options please refer the respective Scheme SID /KIM.
- Mode of Payment: The Cheque/DD should be drawn in favour of the respective scheme for example in case of JM Short Duration Fund, cheque/DD should be drawn in favour of "JM Short Duration Fund" and crossed "Account Payee Only". Third Party Payments are not acceptable and the application is liable to be rejected. For further details, please refer the KIM. The Cheque/DD should be payable locally at the centre where the application is deposited. The Cheque / DD should be drawn on any Bank which is situated at and is a member / sub-member of the Bankers' Clearing House. Cheques / DDs drawn on a Bank not participating in the Clearing House will not be accepted. The application form number should be mentioned on the reverse of the Cheque/DD that accompanies the application. Investors residing in centres, where the JM Financial Mutual Fund does not have any collection arrangement, are authorized to make payment by DDs/RTGS/NEFT/Transfer. DD charges would be borne by the Asset Management Company (AMC) only in respect of investors having address in locations where the AMC does not have a branch / ISC (Investor Service Center) or other collection facilities subject to DD being payable and deposited at any of the collection centers of JM Financial Mutual Fund/ Registrar & Transfer Agent / Authorised Collection Banks (during NFO) subject to the following terms and conditions:

Eligibility for DD charges is as under: A - The DD charges will be payable only for equity schemes during NFO and Post-NFO. B - The DD should be issued by the bank located in the place of address of the investor. C - DD charges as levied by State Bank of India would be treated as permissible DD charges. D - For the individuals (For NFO and ongoing subscriptions) the permissible DD charges for individual investors are not restricted by the number of applications or the amount invested. E - For Non-individuals: i - During NFO: In respect of non-individual investors, during the NFO, the DD charges will be borne by the AMC as follows: 1- Only one application is eligible for benefit of DD charges. 2- Irrespective of the amount of investment, permissible DD charges will not exceed the permissible DD charges as per SBI rates and as calculated for an investment of Rs. 10 lacs or actual investment whichever is lower, subject to SBI rates. 3- In case of multiple applications during the NFO period, the DD charges will be paid only for one of the applications having the highest investment amount subject to the above limit. ii-For ongoing subscriptions: 1- Only one application per business day per Scheme/Plan/Option is eligible for benefit of DD charges. 2- Irrespective of the amount of investment, permissible DD charges will not exceed the permissible DD charges as per SBI rates and as calculated for an investment of Rs.10 lacs or actual investment whichever is lower, subject to SBI rates. 3- In case of multiple applications in the same Scheme/Plan/Option, on a particular transaction day, the DD charges will be paid only for one of the applications having the highest investment amount subject to the above limits.

The AMC will, in the normal course, not reimburse the DD charges. However, the AMC reserves the right to allot equivalent units upto the permissible DD charges by adding the same to the investment made by the investor, if so claimed by the investor in the application form subject to the provisions of the scheme i.e. in multiples of permissible units. In the event that the total investment including permissible DD charges is not sufficient to allot minimum number of units in the Scheme, the AMC reserves the right to refund without any interest the amount represented by the investment made excluding DD charges borne by investor. In the event of inadvertent allotment, the AMC reserves the right to revert & reprocess the transactions without DD charges or refund the investment amount without any interest. In case of DD charges being claimed, under tax saving schemes, investor may consult his/her Tax Consultant to determine the investment amount on which tax exemption can be availed. **Note:** Returned cheques will not be presented again for collection, and the accompanying application forms shall not be considered for allotment. In the normal course, stock invests / outstation cheques / outstation drafts are liable to be rejected. However, if the AMC accepts valid application with outstation cheque/ demand draft not payable at par at a place where the application is received, closing NAV of the day on which outstation cheque/demand draft is credited shall be applicable.

7. For NRI Investors: Payments by NRIs / FIIs / Persons of Indian Origin (PIO) may be made by either inward remittances through normal banking channels or out of funds held in Non-Resident External Rupee Account (NRE)/ Foreign currency Non —Resident account (FCNR). In case the Indian Rupee drafts are purchased abroad or from NRE/FCNR Account, an Account debit Certificate/Foreign Inward Remittance Certificate (FIRC) from the bank issuing the draft confirming the debit shall be enclosed. Non-repatriable Basis: Payments by NRIs/ FIIs/Persons of Indian Origin (PIO) may be made either by inward remittances through normal banking channels or out of funds held in NRE/FCNR/ Non- Resident Ordinary Rupee Account (NRO). In case Indian Rupee drafts are purchased abroad or from NRE/FCNR Account, an Account

debit Certificate/FIRC from the bank issuing the draft confirming the debit shall be enclosed. For Subscription made by NRE/FCNR/NRO Account cheque, the application form must be accompanied with photocopy of the cheque/FIRC/Account debit certificate from the bankers to avoid delay in payment of redemption/Income Distribution Cum Capital Withdrawal proceeds.

#### NRI / PIO investors residing in US or Canada are not permitted to invest.

In case, any such investment is accepted inadvertently or in the absence of the residence status, the same will be rejected/refunded/redeemed immediately upon detecting such error.

8. Statutory Details: As per SEBI Circular nos. IIMARP/ MF/CIR/07/826/98 dated April 15, 1998, and IMD/CIR/No. 6/4213/ 04 dated March 1, 2004, it is mandatory for applicants to mention their bank details in their applications for purchase or redemption of units. In accordance with Circular dated April 27, 2007 issued by the Securities and Exchange Board of India ("SEBI"), Permanent Account Number ("PAN") issued by the Income Tax authorities is being used as the sole identification number for all investors (existing and prospective) transacting in the securities market, including mutual funds, irrespective of the amount of transaction, with effect from July 02, 2007. With effect from January 1, 2008, it is mandatory for all existing and prospective investors (including joint holders, guardians of minors, NRIs etc.) to enclose a verified copy of PAN proof along with the application for any transaction in the schemes of JM Financial Mutual Fund. However, submission of PAN copy has been exempted for Micro SIP investors.

The verification of the PAN from the original PAN card/ letter can be done by any of the following under his/her signature, rubber stamp and date

- any ARN holder if the PAN proof is self attested by Investor
- · Bank Manager,
- Notary,
- Officials of JM Financial Mutual Fund/ Investor Service Centres of KFin Technologies Private Limited.

Investors transacting through approved Web Portals are also required to get their PAN verified by their Web Portals

In case, the investor does not conform to the above requirement of submission of verified copy of PAN or produces original PAN proof for verification or the PAN details as per furnished verified copy of PAN proof does not match with the Website of Income Tax Dept. as prescribed by SEBI, the AMC reserves the right to reject the application before allotment and refund the investment amount, without any interest.

In case of inadvertent allotment, the AMC reserves the right to refund the investment amount, without any interest

All investors who wish to make an investment in a mutual fund scheme will be required to complete the KYC process through any SEBI registered KYC Registration Agency (i.e. KRA).

- 9. Documents required: In case of an application under Power of Attorney or by a Limited Company, Body Corporate, Registered Society, HUF, Trust or Partnership Firm, etc. the relevant Power of Attorney or the relevant resolution or authority to make the application as the case may be, or duly certified copy thereof, along with the Memorandum and Articles of Association / Bye-laws / HUF Deed / Trust Deed / Partnership Deed etc. must be lodged alongwith the application form. The copy of the KYC certificate must be lodged along with a application form.
- Systematic Investment / Transfer / Withdrawal Plan (SIP/STP/SWP): Please refer the SID/KIM for details.
- Applicants should indicate their status/category by ticking the appropriate box. Applications without a
  tick in the 'Status' Category' box will be considered as investment by "Others" and applicable tax if any,
  will be deducted / pavable.
  - Politically Exposed Persons (PEPs) are individuals who have been entrusted with prominent public functions by a foreign country, including the heads of States or Governments, senior politicians, senior government or judicial or military officers, senior executives of state-owned corporations and important political party officials.
- 12. Applicants should specify the mode of holding. In case of joint holders, the first named holder shall receive all the Account Statements, Income Distribution Cum Capital Withdrawal (IDCW)/ redemption/refund warrants and any other correspondence sent from time to time. In case of more than one investor, where the mode of holding is not specified, it would be treated as joint holding.
- 13. Duly completed application forms alongwith the payment instrument and other relevant documents must be submitted on any business day at any of the JM Financial MF Branches/ KFintech ISCs . The addresses of JM Financial MF ISCs / KFintech ISCs are provided in the Key Information Memorandum.
- 14. No receipt will be issued for the application money. The ISCs will stamp and return the acknowledgment slip in the application form, to acknowledge receipt of the application.

## 15. Mobile / E-mail Communication

Unitholders can obtain financial and non-financial information about their transactions eg. sale, purchase, Income Distribution Cum Capital Withdrawal declarations, etc. through "SMS Alerts." This facility is offered free of cost to all unitholders whose mobile numbers are registered with Fund / who register themselves for the facility by writing to the Registrar and Transfer Agent, mentioning their folio numbers and mobile numbers. Account Statements / Annual Reports, etc. can be sent to each Unit holder by courier / post / e-mail. In case, an investor has provided his/her e-mail ID in the application form or any subsequent communication, in any of the folio(s) belonging to him/her, the Asset Management Company ("AMC") reserves the right to use such e-mail ID as a default mode of communication to the investor including sending of account statements/CAS (Consolidated Account Statement) / Annual Report for the new and existing investments for folio(s)/ investor(s) concerned. However, the AMC or Registrar & Transfer Agent will, on receipt of specific request, endeavour to provide the physical account statement to the investor within 5 business days from the receipt of such request, in terms of SEBI circular No. IMD/ CIR/12/80083/2006 dated November 20, 2006, on a case to case basis. Unit holders who have provided the e-mail will be required to download and print the documents after receiving e-mail from the Mutual Fund. Should the Unit holder experience any difficulty in accessing the electronically delivered documents / SMS alerts, the Unit holder shall promptly advise the Mutual Fund to enable the Mutual Fund to make the delivery through alternate means. In case of non-receipt of any such intimation of difficulty within 24  $\,$  $hours from\ receiving\ the\ e-mail\ /\ SMS\ alert, it\ will\ be\ regarded\ as\ receipt\ of\ e-mail\ /\ SMS\ alert\ by\ the\ Unit$ holder. It is deemed that the Unit holder is aware of all security risks including possible third party interception of SMS alert / e-mail and contents of the SMS alerts / documents becoming known to third parties. The monthly / quarterly factsheets shall be displayed at the website of the Mutual Fund. The Unit holders can request for a copy of the Newsletter/Fact Sheet by post / e-mail. The AMC would arrange to dispatch these documents to the Unit holder concerned.

#### 16. Redemption / Income Distribution Cum Capital Withdrawal payout mechanism:

It is mandatory to furnish bank particulars of first applicant as per SEBI guidelines, failing which application shall be rejected. The application has to be accompanied with the documentary proof of the bank mandate depicting the name of the 1st / sole applicant. The redemption/ Income Distribution Cum Capital Withdrawal proceeds will be either paid through physical payment instrument (eg. cheque / payorder /demand draft etc.) / the AMC will credit the investor's account if the bank mandate registered for the redemption / Income Distribution Cum Capital Withdrawal payout is in any of the banks with which the AMC has direct credit facility The AMC may also effect the credit through /RTGS/NEFT (wherever possible) subject to the availability of MICR/IFSC code and complete bank details.

#### 17. Transaction Charges

AMC will deduct the following transaction charges if the Broker/Distributor has opted-in for such charges at Product Level as per the choice of Broker/Distributor.

#### (i) First Time Mutual Fund Investor (across Mutual Funds):

Transaction charge of Rs. 150/- for subscription of Rs. 10,000 and above will be deducted from the subscription amount and paid to the distributor/ agent of the first time investor and the balance shall be invested.

#### (ii) Investor other than First Time Mutual Fund Investor:

Transaction charge of Rs. 100/- per subscription of Rs. 10,000 and above will be deducted from the subscription amount and paid to the distributor/ agent of the investor and the balance shall be invested.

#### (iii) Transaction Charges:

(Rs. 150/- or Rs. 100/- as may be applicable) in case of investments through Systematic Investment Plan (SIP) shall be deducted only if the total commitment (i.e. amount per SIP installment x No. of installments) amounts to Rs. 10,000/- or more. The Transaction Charges shall be deducted in 4 installments. Investors may note that distributors have an option to opt in or opt out of charging the transaction charge.

#### (iv) Transaction charges shall not be deducted for:

- (a) Purchases /subscriptions for an amount less than Rs. 10,000/-:
- $(b) \ Transaction \ other \ than \ purchases/subscriptions \ relating \ to \ new \ inflows, \ such \ as \ Switch, \ STP, \ etc.$
- (c) Purchases/ Subscriptions made directly with the Fund (i.e. not through any distributor/agent).
- (d) Transactions, wherein the concerned distributor has not opted-in for transaction charges.
- (e) Transactions done for units held in demat form.

It is also clarified that minimum investment criteria shall be monitored at the gross investment amount level (i.e. amount before deducting transaction charges).

#### DIRECT PLAN

The investor has the option to invest under the Direct Plan of our open-ended Schemes to avail the benefit of lower expense ratio for which Investor must clearly write the word "Direct" under the column "Plan" along with Scheme and Option name in the specified place.

For detailed information, Investor may refer to the SID/KIM.

18. In case, the Country of Tax Residence is only India then the details of Country of Birth & Nationality need not be provided. In case the Tax Identification Number is not available, kindly provide its functional equivalent.

## AMFI BEST PRACTICE

# In terms of Best Practice Circular no. 20/2010-11 dated February 9, 2011, following provisions are applicable w.e.f. April 1, 2011:

- 1. "On Behalf of Minor" Accounts: Where the account/folio (account) is opened on behalf of a minor:
- (a) The minor shall be the first and the sole holder in an account. There shall not be any joint accounts with minor as the first or joint holder.
- (b) The Guardian in the folio on behalf of the minor should either be a natural guardian (i.e. father or mother) or a court appointed legal guardian. Information on the relationship/status of the guardian as father, mother or legal guardian should be provided to the AMC/ the Registrar of JM Financial Mutual Fund ("the Registrar"). If the documents mentioned in clause (c) below do not provide information evidencing the relationship of natural guardian to the minor, separate documents establishing the relationship should be provided. In case of court appointed legal guardian, supporting documentary evidence should be submitted.
- (c) Date of birth of the minor along with photocopy of supporting documents as enumerated below shall be mandatory while opening the account on behalf of minor:
  - 1. Birth certificate of the minor, or
  - School leaving certificate / Mark sheet issued by Higher Secondary Board of respective states, ICSE, CBSE etc., or
  - 3. Passport of the minor, or
  - 4. Any other suitable proof evidencing the date of birth of the minor.

#### 2. Minor Attaining Majority – Status Change:

- a) Prior to minor attaining majority, the AMC/ Registrar will send advance notice to the registered correspondence address advising the guardian and the minor to submit an application form along with prescribed documents (as per (e) below) to change the status of the account to "major".
- (b) The account shall be frozen for operation by the guardian on the day the minor attains the age of majority and no transactions shall be permitted till the documents for changing the status are received. However, the AMC will continue to process the existing standing instructions like SIP, STP, SWP registered prior to the minor attaining majority and send a intimation to that effect.
- (c) In case of existing standing instructions including STP, SIP and SWP registered prior to the minor attaining majority, the AMC will send an advance notice to the registered correspondence address advising the guardian and the minor that the existing standing instructions will continue to be processed beyond the date of the minor attaining majority till the time an instruction from the major to terminate the standing instruction is received by the mutual fund along with the below mentioned documents:

The standing instruction shall be terminated within 30 days from the date of receiving the instruction.

#### (d) List of standard documents required to change the account status from minor to major:

- 1. Services Request form, duly filled and containing details like name of major, folio numbers, etc.
- 2. New Bank mandate where account has been changed from minor to major,
- 3. Signature attestation of the major by a manager of a scheduled bank / Bank Certificate / Letter,
- 4. KYC acknowledgement of the major.
- 3. Change in Guardian: When there is a change in guardian either due to mutual consent or demise of existing guardian, following documents should be submitted to the AMC/ the Registrar prior to registering the new guardian:
- (a) Request letter from the new guardian,
- (b) No Objection Letter (NoC) or Consent Letter from existing guardian or Court Order for new guardian, in case the existing guardian is alive.
- (c) Notarized copy or attested copy of the Death Certificate of the deceased guardian, where applicable. The attestation may also be done by a special executive magistrate, AMC authorised official or manager of a scheduled bank.
- (d) The new guardian must be a natural guardian (i.e. father or mother) or a court appointed legal guardian.
  - Information on the relationship/status of the guardian as father, mother or legal guardian should be specified in the application form.
  - In case of natural guardian, a document evidencing the relationship if the same is not available as part of the documents submitted as per sub clause c above.
  - 3. In case of court appointed legal guardian, supporting documentary evidence should be submitted.
- (e) Bank attestation attesting the signature of the new guardian in a bank account of the minor where the new guardian is registered as the guardian.
- (f) KYC of the new guardian.

#### 4. Nomination facility

- (a) Nomination shall be maintained at the folio or account level and shall be applicable for investments in all schemes in the folio or account.
- (b) Where a folio has joint holders, all joint holders shall sign the request for nomination option/Opt out/cancellation of nomination, even if the mode of holding is not "joint". Nomination form cannot be signed by Power of attorney (PoA) holders.
- (c) Every new nomination for a folio/account will overwrite the existing nomination.
- (d) Nomination is mandatory for folios/accounts opened by individual. Investors who do not wish to nominate must mandatorily select the opt-out option in nomination section.
- (e) Nomination will not allowed in a folio held on behalf of a minor.
- 5. <u>Transmission:</u> Please refer SID for further details.

#### 6. Additional risk mitigation measures:

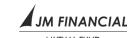
While the list of mandatory documents mentioned above shall be taken in all cases, the AMC/ the Registrar may seek additional mandatory documents if the amount involved in transmission exceeds Rs One Lakh on a case to case basis. The AMC/ the Registrar may also ask additional mandatory document depending on circumstances of each case.

### 7. AADHAAR Linking (Mandatory):

As per extant guidelines from Government of India, all Mutual Fund investors are required to link their PAN with Aadhar no. latest by March 31, 2023.

**Online Facility for Linking Aadhaar:** Alternatively, investors can use online / SMS facility on our RTA's website www.kfintechmfs.com to link their Aadhaar numbers.

## SIP & SPECIAL SIP REGISTRATION FORM



or first time investors, kin	diy submit this form along with Co	пппоп Аррисацоп і	ionn)		MUIUAL FUND
	DISTRIBUTOR INFORI	MATION		FOR OFFIC	E USE ONLY
Name & ARN of Distributor /	Employee Unique	Sub-Broker	No. Internal Sub-Broker Code	In-House number as per K-BOLT	Date , Time and Number as per
RIA Code*	Identification No. (EUIN)^	ARN Code	(as alloted by Distributor)	in-nouse number as per k-boli	Time Stamping Machine
	_				

ARN-

Mandatory: Furnishing of EUIN is mandatory for all transactions (Purchase/Switch/SIP/STP) or following declaration should be signed by the investor (Please 🗸 the box). Declaration: "I/We hereby confirm that the EUIN box has been intentionally left blank by me/us as this transaction is executed without any interaction or advice by the employee/relationship manager/sales person of the above distributor/sub broker or notwithstanding the advice of in-appropriateness, if any, provided by the employee/relationship manager/sales person of the distributor/sub broker."

\*RIA/Declaration: |/We hereby give you my/our consent to share/provide the transactions data feed/portfolio holdings/NAV etc. in respect of my/our investments under Direct Plan of all schemes managed by you to the above mentioned SEBI registered investment adviser/RIA. SIGNATURE (s) Se<u>cond Applicant</u> "Upfront commission shall be paid directly by the investor to the AMFI registered Distributor based on the investor's assessment of various factors including the service rendered by the distributor". TRANSACTION CHARGES (PLEASE ✓) I am an Existing Investor in Mutual Funds Lam a First Time Investor in Mutual Funds In case the commitment amount is  $\equiv$ 10,000/- or more and your Distributor has opted to receive Transaction Charges,  $\equiv$ 150 (for rst time mutual fund investor) or  $\equiv$ 100/- (for investor other than rst time mutual fund investor) will be deducted from the subscription amount and paid to the distributor. Units will be issued against the balance amount invested. **UNITHOLDER INFORMATION (MANDATORY)** Folio Number (for existing Unit Holder): Name (as in PAN card/KYC records) M/s. PAN Date of Birth Mobile CKYC No. **SIP Details** J-OTM K-OTM SIP Registration Mode OTM Reference No. (if Multiple One Time Mandate are registered) **TOP-UP Facility SIP Date Enrollment Period** Scheme / Plan / Option Frequency **SIP Amount** (DD) (MMYY) Frequency **Top-up SIP Amount** Daily Weekly Default SIP Date 5th Quarterly From TOP-UP CAP AMOUNT Fortnightly Monthly Half Yearly То \_\_\_ Yearly ₹ Quarterly (Weekly SIP) Daily ₹ in figures Default SIP Date 5th Quarterly From TOP-UP CAP AMOUNT Fortnightly Monthly Half Yearly To ₹ Yearly Quarterly (Weekly SIP) Daily Weekly ₹ in figures Default SIP Date 5th Ouarterly From TOP-UP CAP AMOUNT Fortnightly Monthly Half Yearly Tο in figures Quarterly (Weekly SIP) SIP initial payment details (Optional) Drawn on bank / branch name Amount \_\_ Cheque/DD Cheque/DD Dated In case of multiple SIP, mention "JM Financial Mutual Fund - Collection Account" on the payment instrument. Declaration and Signature (to be signed by all unit holders if mode of holding is 'joint') 1/We declare that the particulars furnished here are correct. I / We authorize JM Financial Mutual Fund acting through its service providers to debit my / our bank account towards payment of SIP installments and/ or any lumpsum payments throw time to time. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/We would not hold the user institution responsible. I/We will also inform JM Financial Mutual Fund about any changes in my bank a Further, I authorize my representative (the bearer of this request) to get the above Mandate verified. Mandate verification charges, if any, may be charged to my/our account. You/ Sole Applicant / Guardian JM FINANCIAL **DEBIT MANDATE FORM NACH** MUTUAL FUND UMRN: Date Tick (✓) Sponsor Bank Code: **Utility Code** CREATE MODIFY I/We hereby authorize: **JM Financial Mutual Fund** to debit (tick ✓) SB/CA/CC/SB-NRE/SB-NRO/Other CANCEL Bank a/c number: with Bank IFS( or MICR an amount of Rupees Fixed Amount FREQUENCY Mthly Qtly H-Yrly Yrly As & when presented Maximum Amount Debit Type Reference 1 Phone No. Reference 2 All Schemes of JM Financial Mutual Fund I/We agree for the debit of mandate processing charges by the bank whom I am/we are authorizing to debit my/our account as per latest schedule of charges of the bank. **PERIOD** 

• This is to confirm that the declaration has been carefully read, understood & made by me/us. I am/We are authorizing the user entity / corporate to debit my/our account.

From to

The Maximum validity for this Mandate is for 40 years

• I/We have understood that I am/we are authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / corporate or the bank where I/We have authorized the debit.

## **TOP UP SIP FACILITY - TERMS AND CONDITIONS**

Investors are required to submit Form along with a photo copy/cancelled cheque of Debit Bank Account at least 21
Business days before the first SIP Installment date. Refer below table.

Mandate Type/ Modes of Registration	Timeline for Registration
Physical Mandate	21 calendar days
NACH / OTM (New)	21 calendar days
NACH / OTM (Already Registered)	7 calendar days
ISIP	21 calendar days

Note: NACH/I-SIP registrations depends on the Payment Aggregator and the Investor Bank's confirmation. Any delay from them will further delay the SIP deduction.

- 2. Maximum limit of 1 Crore for Physical OTM/ E-mandate/ E-Sign with effect from October 01, 2023.
- If investor did not mention the frequency the default frequency will Monthly and default day is Monday for Weekly frequency.
- 4. Investor shall have the option of choosing any date of the month as the SIP date. If SIP date is not mentioned, default date would be considered as 5th of every month. If the SIP date falls on a non-business day or a bank holiday, the SIP debit will be processed on the following business day.
- Default Option for SIP The Investor is required to furnish all the stipulated details in the Application, SIP Mandate, NACH Forms etc. However, in case, any Investor fails to mention the "start date" and/ or "end date" for the SIP Instalment, the NACH application may be rejected by the NPCI.

Further, If Investor fails to mention the "start date" the default date is 5th of the subsequent month, after completing 30 days from the date of registration of SIP. The maximum end period for any New SIPs registered through the OTMs will be up to 30 years in line with the OTM or the maximum period of the SIP is not more than 40 years.

6 Please refer below table for minimum SIP amounts and minimum SIP instalments:

Frequency under SIP Facility	Minimum Amount	Minimum Number of installments	Minimum Discontinuation Notice period from Investor	Auto Cancellation Condition
Weekly	Rs. 100 and in multiples of Re.1/- thereafter	24 Installments	15 Calendar days for	
Fortnightly	Rs. 100 and in multiples of Re.1/- thereafter	12 Installments	physical request and 7 calendar days for the	In case, 3 consecutive instalments fail due to insufficient funds
Monthly	Rs. 100 and in multiples of Re.1/- thereafter	12 Installments	requests received on Online Portals.	
Quarterly	Rs. 250 and in multiples of Re.1/- thereafter	4 Installments		In case, 2 consecutive instalments fail due to insufficient funds

Note: For all schemes, minimum amount is as per above table and thereafter in multiple of Rs. 1. For JM ELSS Tax Saver Fund Minimum amount is as per above table and thereafter in multiple of Rs. 500\*.

- 7. If no amount is mentioned NACH application minimum SIP installment amount would be considered.
- For details about the Scheme and its facility please refer the SID, SAI & KIM of the respective schemes / Addendum issued from time to time carefully before investing.
- 9. The SIP will be discontinued automatically if payment is not received for three successive instalments.
- 10. Investors can discontinue a SIP at any time by sending a written request to any Official Point of Acceptance or to the registrar KFin Technologies Limited. Notice of such discontinuance should be received at least 21 days prior to the due date of the next installment / debit. Further, same can be stopped through our website through investor portal.
- 11. Mandate will be processed through NACH platform offered by NPCI.
- 12. As per SEBI circular dated August 22, 2011, Transaction Charge per commitment of Rs. 10,000/- and above shall be charged from the investors and shall be payable to the distributors/ brokers (who have not opted out of charging the transaction charge) in respect of applications routed through distributor/broker relating to Purchases / subscriptions / new inflows only (lumpsum and SIP), subject to the following:
- $\bullet \qquad \text{For Existing / New investors: Rs. 100 / Rs. 150 as applicable per commitment of Rs. 10,000/— and above.}$
- Transaction charge for SIP shall be applicable only if the total commitment through SIP amounts to Rs. 10,000/and above. In such cases the transaction charge would be recovered in maximum 4 successful installments.
- There shall be no transaction charge on commitment below Rs. 10,000/-.

- There shall be no transaction charges on direct investments.
- There shall be no transaction charges for transaction other than purchases/ subscriptions relating to new inflows such as Switches, etc.
- Transactions carried out through the Stock Exchange platforms for mutual funds shall not be subject to transaction charges.

The requirement of minimum application amount shall not be applicable if the investment amount falls below the minimum requirement due to deduction of transaction charges from the subscription amount. However, the option to charge "transaction charges" is at the discretion of the distributors. Investors may note that distributors can opt to receive transaction charges based on type of the Scheme. Accordingly, the transaction charges would be deducted from the subscription amounts, as applicable.

- 13. Investor will not hold JM Financial Mutual Fund, its registrars and other service providers responsible if the transaction is delayed or not effected or the investor bank account is debited in advance or after the specific SIP date due to various clearing cycles of NACH Debit/ Local/Bank holiday. JM Financial Mutual Fund, its registrars and other service providers shall not be held responsible or liable for damages / compensation / loss incurred by the investor as a result of using the SIP or ECS / Auto debt facility. The investor assumes the entire risk of using this facility and takes full responsibility.
- 14. Investor can change bank details for SIP by submitting a "CHANGE OF BANK MANDATE FOR SIP" form available on the website or at any Investor Service Centre along with cancelled cheque of the new bank with the investor's name printed on it.
- 15. TOP-UP Facility: Under this facility the Investor can increase the SIP installment at predefined intervals by a fixed amount or any time as per the request. This facility is available for individual investors only. For availing the said facilities, investors are required to note the following:
- Investor willing to register TOP-UP should provide the TOP-UP details along with the SIP enrolment details.
- The minimum amount for JM Financial Mutual Fund TOP-UP facility is Rs. 100/- and in multiples of Rs. 100/- for all
  schemes; except JM ELSS Tax Saver Fund the minimum amount is Rs. 500 and in multiples of Rs. 500 thereafter.
- If no amount is mentioned as TOP-UP amount under frequency quarterly, half yearly and yearly, minimum TOP-UP
  amount would be considered. i.e., Rs. 500/- for all schemes.
- TOP-UP frequencies available are Quarterly/ Half-Yearly/ Yearly.
- In case TOP-UP frequency is not indicated, it will be considered as Yearly by Default.
- TOP-UP will continue till the End of the SIP tenure by default.
- In case an investor wishes to change the Top-Up amount, he/she must provide a cancellation for the existing SIP and register fresh SIP.
- Only TOP-UP cannot be discontinued anywhere during the SIP tenure.
- Please see the illustration below to know how to calculate SIP Top-Up amount:

SIP Tenure: 10 Jan 2023 to 10 Dec 2028 ; Monthly SIP Installment: Rs. 2000/-													
	TopUp Amount: Rs.1000/- ; Top-Up Frequency: Yearly												
Installment No(s)	From Date	To Date	Monthly SIP Installment	SIP Top-Up Amount									
1 to 12	10-Jan-23	10-Dec-23	2000	NA									
13 to 24	10-Jan-24	10-Dec-24	3000	1000									
25 to 36	10-Jan-25	10-Dec-25	4000	1000									
37 to 48	10-Jan-26	10-Dec-26	5000	1000									
49 to 60	10-Jan-27	10-Dec-27	6000	1000									

- Once the Top-up cap amount reached the upper limit, the Top-up will be discontinued. However, SIP will continue
  with Top-Up cap amount for remaining period of SIP tenure.
- 17. As per the latest circular number NPCI/2023-24/NACH/008 dated August 18,2023 from NPCI, the maximum end period for any New SIPs registered through the OTMs will be up to 30 years in line with the OTM or the maximum period of the SIP is not more than 40 years, with effect from April 01, 2024. Existing SIPs will not get impacted on the above conditions.