

Investment Advisor's Name & Code	Sub-Broker's Code	<h2 style="margin: 0;">Systematic Transfer / Withdrawal Form</h2> <p style="margin: 0; font-size: small;">Strike off sections that are not applicable</p>
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Upfront commission shall be paid directly by the investor to the AMFI registered distributors based on the investor's assessment of various factors including the service rendered by the distributor.

Investor's Information

Folio No. <i>(For Existing Investors)</i>	Application No. <i>(For New Investors, Please attach the application form)</i>
Name of Sole/ First Holder	
E-Mail Id Pls. Provide your e-mail id for mailing of account Statement	

I would like to opt for **Systematic Transfer Plan** **Systematic Withdrawal Plan**

Scheme _____ Plan _____ Option (Please ✓)	<input type="checkbox"/> Growth <input type="checkbox"/> Bonus <i>(available only in Kotak Bond Regular)</i> <input type="checkbox"/> Dividend <input checked="" type="checkbox"/> Payout OR <input type="checkbox"/> Re-investment Dividend Frequency _____
Frequency (Please ✓) <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Weekly <i>(Available only for STP)</i>	Commencement Date dd/mm/yyyy
Date <input type="radio"/> 1 st <input type="radio"/> 7 th <input type="radio"/> 14 th <input type="radio"/> 21 st <input type="radio"/> 25 th	Period From mm/yyyy To mm/yyyy

Systematic Transfer Plan (STP)

To _____ Plan _____ Option (Please ✓)	<input type="checkbox"/> Growth <input type="checkbox"/> Bonus <i>(available only in Kotak Bond Regular)</i> <input type="checkbox"/> Dividend <input checked="" type="checkbox"/> Payout OR <input type="checkbox"/> Re-investment Dividend Frequency _____									
Transfer Option (Please ✓)	<div style="border: 1px solid red; padding: 5px;"> Check List <ul style="list-style-type: none"> <input type="checkbox"/> Your choice of transfer option is clearly indicated. <input type="checkbox"/> STP period, date & frequency is mentioned above. <input type="checkbox"/> Scheme (Plan) - Option from & to which you wish to transfer is clearly indicated. </div>									
<input type="checkbox"/> Fixed Sum Min. Rs. 1000/-	<div style="border: 1px solid red; padding: 5px;"> Minimum Criteria <ul style="list-style-type: none"> <li style="text-align: center; margin-bottom: 5px;"> Transfers 6 <li style="text-align: center; margin-bottom: 5px;"> Amount Rs. 1000/- </div>									
OR <input type="checkbox"/> Entire Appreciation										
PAN # & KYC*	<table style="width:100%; font-size: x-small;"> <tr> <td style="width:33%; text-align: center;">Sole/ First Holder</td> <td style="width:33%; text-align: center;">Second Holder</td> <td style="width:33%; text-align: center;">Third Holder</td> </tr> <tr> <td style="text-align: center;"><input type="radio"/> PAN Proof</td> <td style="text-align: center;"><input type="radio"/> PAN Proof</td> <td style="text-align: center;"><input type="radio"/> PAN Proof</td> </tr> <tr> <td style="text-align: center;">KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td style="text-align: center;">KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td style="text-align: center;">KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table>	Sole/ First Holder	Second Holder	Third Holder	<input type="radio"/> PAN Proof	<input type="radio"/> PAN Proof	<input type="radio"/> PAN Proof	KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No	KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No	KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No
Sole/ First Holder	Second Holder	Third Holder								
<input type="radio"/> PAN Proof	<input type="radio"/> PAN Proof	<input type="radio"/> PAN Proof								
KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No	KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No	KYC Compliance Status <input type="checkbox"/> Yes <input type="checkbox"/> No								
Enclosed (Please ✓) (# Please attach PAN card copy) (* KYC Acknowledgement letter copy is Mandatory)										




Systematic Withdrawal Plan (SWP)

Withdrawal Option (Please ✓)	<div style="border: 1px solid red; padding: 5px;"> Check List <ul style="list-style-type: none"> <input type="checkbox"/> Your choice of withdrawal option is clearly indicated. <input type="checkbox"/> SWP period, date & frequency is mentioned above. </div>
<input type="checkbox"/> Fixed Sum Min. Rs. 1000/-	<div style="border: 1px solid red; padding: 5px;"> Minimum Criteria <ul style="list-style-type: none"> <li style="text-align: center; margin-bottom: 5px;"> Withdrawal 6 <li style="text-align: center; margin-bottom: 5px;"> Amount Rs. 1000/- </div>
OR <input type="checkbox"/> Entire Appreciation	

Declaration and Signatures

I/We have read and understood the contents of the SID/ SAI of the above referred Scheme(s) of Kotak Mahindra Mutual Fund. I/We hereby apply for allotment / purchase of Units in the Scheme(s) indicated as above and agree to abide by the terms and conditions applicable there to. I/We hereby declare that I /We authorized to make this investment in the above mentioned Scheme(s) and that the amount invested in the Scheme(s) is through legitimate sources only and is not designed for the purpose of any contravention or evasion of any Act, Rules, Regulations, Notifications or Directions of the provisions of Income Tax Act, Anti Money Laundering Act, Anti Corruption Act or any other applicable laws enacted by the Government of India from time to time. I/We hereby authorize Kotak Mahindra Mutual Fund, its investment Manager and its agents to disclose details of my investment to my / our Investment Advisor and / or banks.

I/We have neither received nor been induced by any rebate or gifts, directly, in making this investment.

 Sole/Frist Applicant	 Second Applicant	 Third Applicant
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To be signed by **All Applicants** if mode of operation is "Joint"

Systematic Transfers / Withdrawals - Snapshot

	Systematic Transfers	Systematic Withdrawals
Schemes where STP / SWP are allowed	All Open-Ended Schemes	All Open-Ended Schemes except Kotak Tax Sever during the lock-in period
Frequency	Weekly / Monthly / Quarterly	Monthly / Quarterly
Choice of Dates	1 st , 7 th , 14 th , 21 st & 25 th	
Minimum Transfers / Withdrawals		6

Instructions & Information

- Please refer the Key Information Memorandum and Scheme information documents/ statement of additional information of the respective Scheme(s) for Applicable NAV, Risk Factors, Load Structure and other information on the Scheme(s).
- Pan is mandatory regardless of the STP amount. In case of minor applicants, please furnish the PAN details and PAN proof of the Guardian.
- KYC is mandatory. KYC is not required for Minor applicants and in such cases Guardian need to be KYC Compliant.
- In case of Systematic Withdrawal / Systematic Transfer, you can choose between withdrawal / transfer of a Fixed Sum (not below Rs. 1000/-) or the Entire Appreciation on your Investment from your indicated commencement date.
- Please indicate the commencement date in your SWP / STP request. In case of Fixed Sum Withdrawal / Transfer, the commencement date is the date on which your Systematic Withdrawal / Transfer starts. In case of Entire Appreciation Withdrawal / Transfer, the commencement date is the base date from which your appreciation gets computed. Your first Withdrawal / Transfer in this case would happen after a month from the commencement date (if you have chosen the SWP/STP frequency as monthly) or after a Quarter from the commencement date (if you have opted for quarterly SWP/STP).
- We would send you an Account Statement confirming your first Systematic Withdrawal / Transfer within 3 working days from the date of the transaction. Confirmation for subsequent systematic transactions would be sent to you on a quarterly basis.
- You can choose to discontinue any of these facilities by giving 15 days prior notice in writing to our Registrar CAMS at any of the addresses mention below.
- Incorrect, incomplete, ambiguous forms will not be accepted and will be returned to the investor within 30 days of their receipt.

Checklist

Please ensure that:

- > Your Name, Account No. / Application No. is mentioned.
- > The Form is complete in all respects & signed by all Applicants / Unitholders.
- > Scheme (Plan) - Option in / from which you wish to do your systematic withdrawal / transfer is clearly indicated in the Systematic Transfer / Withdrawal Form.
- > KYC letter is attached.

Systematic Transfer Plan

- > Scheme / Plan / Option from and to which you wish to transfer (switch) your investment is clearly indicated.
- > Your choice of Fixed Sum Transfer or Entire Appreciation Transfer is indicated clearly. If you have chosen transfer of a Fixed Sum, your transfer request is for an amount not below Rs. 1000/-.
- > Your preferred STP Date, Frequency [Weekly (1st, 7th, 14th, 21st & 25th), Monthly or Quarterly] and period is clearly indicated.

Systematic Withdrawal Plan

- > Your choice of Withdrawal either Fixed Sum or Entire Appreciation is indicated clearly. If you have opted for Withdrawal of a Fixed Sum, your withdrawal amount should not be below Rs. 1000/-.
- > Your preferred SWP Date, Frequency (Monthly or Quarterly) and period is clearly indicated.

Registrar : Computer Age Management Services Pvt. Ltd. 148, Old Mahabalipuram Road, Okkiyam Thuraipakkam, Chennai - 600 096.

CAMS Investor Service Centers

Ahmedabad: 402-406, 4th Floor, Devpath Building, Off C G Road, Behind Lal Bungalow, Ellis Bridge, Ahmedabad - 380006. **Bangalore:** Trade Centre, 1st Floor, 45, Dikensen Road, (Next to Manipal Centre), Bangalore - 560042. **Bhubaneswar:** 3rd Floor, Plot No - 111, Varaha Complex Building, Station Square, Kharvel Nagar, Unit 3, Bhubaneswar - 751001. **Chandigarh:** Deepak Tower, SCO 154-155, 1st Floor, Sector No 17-C, Chandigarh - 160017. **Chennai:** Ground Floor No. 178/10, Kodambakkam High Road, Opp. Hotel Palmgrove, Nungambakkam, Chennai - 600034. **Cochin:** Ittoop's Imperial Trade Center, Door No. 64/5871 - D, 3rd Floor, M. G. Road (North), Cochin - 682035. **Coimbatore:** Ground Floor, Old No. 66 New No. 86, Lokamanya Street (West), R.S.Puram, Coimbatore - 641002. **Durgapur:** 3rd Floor, City Plaza Building, City Centre, Durgapur - 713 216. **Goa:** No.108, 1st Floor, Gurudutta Bldg, Above Weekender, M G Road, Panaji, Goa - 403001. **Hyderabad:** 208, 2nd Floor, Jade Arcade, Paradise Circle, Secunderabad - 500003. **Indore:** 101, Shalimar Corporate Centre, 8-B, South tukogunj, Opp. Greenpark, Indore - 452001. **Jaipur:** R-7, Yudhisthir Marg, C-Scheme, Behind Ashok Nagar Police Station, 63/ 2, The Mall, Jaipur - 302001. **Kanpur:** 1st Floor 106 to 108, CITY CENTRE Phase - II, Kanpur - 208001. **Kolkata:** 2nd Floor, Saket Building, 44 Park Street, Kolkata - 700016. **Lucknow:** Off No 4, 1st Floor, Centre Court Building, 3/c, 5 - Park Road, Hazratganj, Lucknow - 226001. **Ludhiana:** U/ GF, Prince Market, Green Field, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, Ludhiana - 141002. **Madurai:** 86/71A, Tamilsangam Road, Madurai - 625001. **Mangalore:** No. G 4 & G 5, Inland Monarch, Opp. Karnataka Bank, Kadri Main Road, Kadri, Mangalore - 575003. **Mumbai:** Rajabhadur Compound, Ground Floor, Opp Allahabad Bank, Behind ICICI Bank, 30, Mumbai Samachar Marg, Fort, Mumbai - 400023. **Nagpur:** 145 Lendra, New Ramdaspath, Nagpur - 440010. **New Delhi:** 304-305, 3rd Floor, Kanchenjunga Building, 18 Barakhamba Road, Cannaugt Place, New Delhi - 110001. **Patna:** G-3, Ground Floor, Om Vihar Complex, S P Verma Road, Patna - 800001. **Pune:** Nirmiti Eminence, Off No. 6, 1st Floor, Opp Abhishek Hotel Mehandale Garage Road, Erandawane, Pune - 411004. **Surat:** Plot No.629, 2nd Floor, Office No.2-C/2-D, Mansukhlal Tower, Beside Seventh Day Hospital, Opp.Dhiraj Sons, Athwalines, Surat - 395001. **Vadodara:** 103 Aries Complex, BPC Road, Off R.C. Dutt Road, Alkapuri, Vadodara - 390007. **Vijayawada:** 40-1-68, Rao & Ratnam Complex, Near Chennupati Petrol Pump, M.G Road, Labbipet, Vijayawada - 520010. **Visakhapatnam:** 47/9/17, 1st Floor, 3rd Lane, Dwaraka Nagar, Visakhapatnam - 530016.

Instructions & Information

CHECKLIST