AXIS MUTUAL FUND

UNCLAIMED REDEMPTION FORM

1 My details (Please provide the following details in full)

Name

My folio number

PAN Frist/Sole Unitholder/Gaurdian | Second Unitholder | Third Unitholder

^ If there is any change in your name, please refer instructions (3) overleaf

2 Unclaimed request

Kindly redeem (please tick √) ☐ Unclaimed Redemption ☐ Unclaimed IDCW

Please pay out my unclaimed amount(s) to my bank account number registered in the above mentioned folio(s) OR to my new bank account mentioned below:

Bank name

Core bank account number

Account Type ☐ Savings ☐ Current ☐ NRE ☐ NRO ☐ FCNR ☐ Other

Bank Address

City Pin code

IFSC Code (11 digit) MICR Code (9 digit)

The bank details mentioned above shall be updated for all future transactions under the given folio.

3 Documents to be submitted by Investor

Existing bank details (Any one of the following)

☐ A cancelled original cheque leaf/Self attested copy of cancelled cheque*

☐ Photocopy of bank passbook or bank account statement (Having entries not older than 3 months)

☐ Letter from the bank

New bank details (Any one of the following)

☐ A cancelled original cheque leaf/Self attested copy of cancelled cheque*

☐ Photocopy of bank passbook or bank account statement (Having entries not older than 3 months)

☐ Letter from the bank

**Account number and name of the first unit holder should be printed on the face of the cheque.*

***The copy of above existing and new bank will be verified with the original documents to the satisfaction of the Fund.*

The original documents will be returned across the counter to the Unitholder after due verification. In case the original of any document is not produced for verification, then the copies should be attested by the bank manager with his/her full signature, name, designation, employee code, bank seal and contact number.

Old Bank Declaration - (Incase old bank proof is not available)

☐ I now wish to update my bank account details as mentioned in the aforesaid folio due to - Bank Account closed / Bank Account Number erroneously mentioned / Not mentioned.

☐ In this regard, I would like to state that I have closed my bank account / inadvertently erroneously mentioned the bank account details, as mentioned herein above and presently registered in your records /mentioned in the application form, and confirm that I am not holding any documents pertaining to the said bank account.

☐ Self-attested Proof of identity i.e. PAN/masked Aadhar/driving license, passport is mandatory if old bank proof are not provided along with declaration.

4 Contact details updation

Kindly furnish your E-Mail address & Contact Numbers, to help us serve you better.

Email ID (in capital)

Mobile Telephone no. (Office)

Telephone no. (Resi) (STD Code) Fax no. (Resi) (STD Code)

Mobile No. / Email ID* provided pertains to (Please tick(P)) ** if above any option is not ticked (✓) or selected then (Self) option is considered as a default.*

☐ Self ☐ Spouse ☐ Dependent Children ☐ Dependent Siblings ☐ Dependent Parents ☐ Guardian ☐ PMS

5 DECLARATION & SIGNATURES (To be signed as per the Existing Mode of Holding)

Please note that Axis Mutual Fund reserves right to initiate recovery / debit entire unclaimed amount paid to you/ freeze any existing folios having investments, in following cases:

1. Subsequently if it is found that the application for such redemption of unclaimed amount is unauthorized and the applicant is not the rightful owner.
2. The unclaimed amount is disputed and third party claim is received by Axis Mutual Fund.
3. To comply instruction received from regulator / statutory authorities
4. Any other circumstance which necessitates Axis Mutual Fund to recover / debit requisite amount.

Investor Details	1st holder	2nd Holder	3rd Holder
Name			
Signature			

Date D D M M Y Y Y Y Place

AXIS MUTUAL FUND

UNCLAIMED REDEMPTION FORM
[Acknowledgement copy (To be filled by investor)]

Folio number Date D D M M Y Y Y Y

Received from Mr./Ms./Mrs.

Stamp & Signature

IN-PERSON VERIFICATION (IPV)

Dear Sir/ Madam,

Folio No.(s) (Mandatory) ____________________

I/we would like to add the Bank Mandate for which I/we confirm having submitted the required documents to the AMC/RTA on date D D M M Y Y Y Y
But I am unable to provide the documents towards existing bank mandate whose details are provided below.

Existing Bank Account Details

Bank Name ____________________

Branch Name ____________________ Account No. ____________________

Account Type ____________________ IFSC code ____________________

Since, I/we do not have existing bank mandate proof, I/we have personally visited ____________ AMC branch on date D D M M Y Y Y Y for IPV and I request you to process the bank mandate.

Thanking You,
Yours faithfully,

	First Holder	Second Holder	Thrid Holder
Name			
Contact No.			
Signature			

Note : In case of non-availability of existing bank proof, in-person verification (IPV) is mandatory. The investor must visit the nearest Axis AMC branch service centre for IPV. For IPV, the investor needs to provide the original and self-attested copies of their PAN card as per the applicable mode of holding, or a photo identity proof for PAN-exempt investors, such as a passport, voter ID, ration card, or driving license.

FOR OFFICE USE ONLY

ID Verified in Original vide no: ____________________

Verified By Name of Employee

Designation ____________________

Emp. Code ____________________

Signature

NOTE

1. If photocopies of the above documents are submitted, the unit holder must present the originals for verification at any Axis AMC branch or official point of acceptance of transactions.
2. The name printed on the documents must match the name on the folio.
3. The AMC reserves the right to accept the request, subject to additional verifications, production of additional documents, or in-person verification of the unit holder.
4. A Core Banking System (CBS) account is mandatory.

INSTRUCTIONS

1. **Update/change in bank details: 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.**
   - A cancelled original cheque leaf/Self attested copy of cancelled cheque.
   - Bank statement or Latest Passbook (Having entries not more than 3 months old) .
   - A letter from the bank on its letter head certifying that the Unitholder maintains/maintained an account with the bank. (The bank account information like bank account number, bank branch, account type, the MICR code of the branch and IFSC Code (where available). The letter should be certified by the bank manager with his/her full signature, name, employee code, bank seal and contact number).
   - Along with above documents, proof of old bank account to be provided.
     a) In case the bank account is already closed, a duly signed and stamped original letter from the concerned bank on the official letter head, confirming the closure of the said account may be submitted in lieu of the cancelled cheque.
     b) Account number and name of the first unit holder should be printed on the face of the cheque.
     c) The bank account will be registered will act as the default account.
     d) All documents submitted should clearly evidence the bank name, account number and name of all account holders.
     e) In the event of a request for change in bank account mandate being invalid / incomplete / not satisfaction in any respect /or not meeting any requirements to the satisfaction of the AMC/Mutual Fund, the request for such change may not be processed. Redemptions / dividend payments, if any, will be processed and paid to the last registered bank account information.
     f) AMC/Mutual Fund will not be liable in case the redemption / dividend proceeds are credited to existing bank mandate account upon rejection of change of bank mandate request.
2. **Change of Name / Surname**

   Please submit a written request specifying the reason for change in name / surname along with this form.

   The following documents are to be submitted as valid proofs for name change as per the scenarios explained below.

   a. In case of name change on account of:
      - Marriage / Divorce: Copy of Marriage certificate / Divorce decree.
      - Numerology / any other reason: Gazette notification
      - Non-individual: New MOA, BR, ASL along with certificate of incorporation.

   b. New signature of the Unitholder duly attested by the Bank Manager.

   c. Bank account proofs as per new name (refer instruction (2).

   d. Attested copy of PAN card / KYC in the new name.

   e. Self-attested Govt. issued Photo ID proof - e.g.: PAN Card, Passport etc., where the signature tallies with the new signature of the investor.

   f. Following documents need to be submitted for the change of name:

Reason for Name / Signature Change	Documents required
General	• Duly signed request by the investor • Certified true copy of the state Gazette OR the original copy of the state gazette in which a declaration has been made to that effect. OR Affidavit on a 100 non judicial stamp paper duly notarized in original • New signature (if any, post change in name) certified by the banker • Copy of the PAN card and Verified KYC in new name
Name corrections	• Duly signed request by the investor • Copy of the PAN card, Verified KYC along with any of the following: • Ration card / Election Card / Passport / Aadhar Card / School transfer certificate / standard 10th or 12th certificate
Post Marriage	• Duly signed request by the investor (Request should be accompanied with both the maiden name signature and new signature – in case of change in signature post marriage) • Certified copy of Marriage certificate duly attested • New signature (post change in name – if applicable) attested by the banker with complete details (stamp, designation, employee code) • Complete bank details (if any) along with personalized cancelled cheque leaf • Copy of the PAN card and Verified KYC in new name
Divorce	• Duly signed request by the investor (Request should be accompanied with both old and new signature – in case of change in signature post-divorce) • Certified copy of Divorce decree duly notarized • New signature (post change in name – if applicable) attested by the banker with complete details (stamp, designation, employee code) • Complete bank details (if any) along with personalized cancelled cheque leaf having printed name • Copy of the PAN card and verified KYC in new name Please note that divorce decree will suffice only if the last name is changing as a result of divorce. If both, first and last name, are changing as a result of divorce, investor needs to submit one of the following: • Certified true copy of the state Gazette • Marriage Certificate that reflects both maiden name and post marriage name

   g. Unitholder(s) who are KYC compliant, should additionally get the new name updated with the KRA. The form for change in KYC details is available on our website www.axismf.com

   h. The above documents shall be in Original. If copies are furnished, the same must be submitted at the ISCs where they will be verified with the original documents to the satisfaction of the Fund. The original documents will be returned across the counter to the Unit Holder after due verification.

   i. In case the original of any document is not provided for verification, then the copies should be attested by the bank manager with his/her full signature, name employee code, bank seal and contact number

   j. In the event of a request for change in Name/ Signature being invalid/incomplete/ not satisfactory in respect of signature mismatch/document insufficient/ not meeting any requirement, the request will be liable for rejection.
3. **Change of address**

   a. Change of address request for folios that are KYC compliant will not be registered by the fund and investor should get the address updated with KRA first.
4. **General Instructions**

   a. To be signed by all unitholders, if mode of holding is joint.

   b. Alterations in the form, if any should be countersigned as per the mode of holding registered in the folio(s)

   c. The details provided in this form which are valid (as per verification carried out by us) will get updated/ override the previous detail(s) in the folio(s)

   d. Copies of all documents submitted should be self-attested and accompanied by originals for verification or they should be attested by personnel / entity authorized for attesting as per KYC guidelines

   e. AXIS Mutual Fund may call for any additional documents if required

   f. In the event of death of First / Sole / all Unitholders, the claimant should first complete the transmission formalities by contacting us on 1800-221-322 or may write to us at customerservice@axismf.com. Subsequent to processing of the transmission, a request to claim the unclaimed amount(s) should be submitted to us.