

COMMON TRANSACTION REQUEST -NON FINANCIAL TRANSACTION

For Existing Unitholder(s) holding units in physical mode.

Please read documentation requirements and Terms and Conditions overleaf. Please fill in the information below legibly in English and in CAPITALS.

IMPORTANT: Please strike off the section(s) that is (are) not used by you to prevent any unauthorized use. **Date:** D D M M Y Y Y A. UNIT HOLDER INFORMATION (Mandatory) **FOLIO NO.:** Sole/First Unit Holder B. CHANGE OF BANK MANDATE / MODE OF PAYMENT (Please fill section A+B+H) [Refer (i) from instructions overleaf] If you wish to change the mode of payout in your folio(s) to 'NEFT/RTGS', fill only the IFSC Code section below and submit a cancelled original cheque leaf OR a copy of cheque leaf. **Account Number** Account Type (Please ✓) ☐ Savings ☐ Current ☐ NRO ☐ NRE ☐ FCNR ☐ Others _ Bank Name Branch City: **Branch Address** State: PIN CODE MICR Code IFSC Code*** Note: Unitholders will receive redemption/dividend proceeds directly into their bank account via Direct Credit/NEFT/ECS facility. I/We want to receive the redemption / dividend proceeds (if any) by way of a cheque / demand draft instead of direct credit / credit through NEFT system / credit through ECS (only for dividend) into my / our bank account. Important: The charges, if any, levied by the unit holder's bank for receiving payments (i.e. dividend / redemption proceeds) through NEFT/RTGS and crediting the unitholder's account, will be borne by the unit holder. *** Refer General Instruction 10 (Mandatory for Credit via RTGS / NEFT) (11 Character code appearing on your cheque leaf. If you do not find this on your cheque leaf, please check for the same with your bank) C. PAN, DOB and KYC Updation (Please fill section A+C+H) **Enclosed KYC** Date of First Applicant/Guardian Acknowledgement Letter Birth* **Enclosed KYC PAN of Second Applicant** Date of Birth* Acknowledgement Letter **Enclosed KYC** Date of PAN of Third Applicant Birth* Acknowledgement Letter *Date of Birth updation: please provide self-attested PAN, Driving Licence, Passport and birth certificate. D. NEW CONTACT DETAILS (Please fill section A+D+H) [Refer (ii) from instructions overleaf] Country Code STD Code Mobile No. Fax I/we wish to receive physical copy of the Annual Report or Abridged Telephone: Off. Res. Summary thereof (Applicable only if email id is not available) Select appropriate validation code ☐ DS ☐ GD ☐ SF ☐ SP ☐ DC ☐ DP ☐ PM PO ^Email Id ☐ DS Select appropriate validation code ☐ SE ☐ SP ☐ DC ☐ DP ☐ GD ☐ PM ☐ PO ^ On providing email-id, investors shall mandatorily receive scheme wise annual report or an abridged summary thereof account statements / statutory and other documents by email. It is deemed that the unit holder is aware of all the $security\ risks\ associated\ with\ online\ communication\ including\ possible\ third\ party\ interceptions\ of\ documents\ sent\ via\ email.$ E. CONSOLIDATION OF FOLIOS (Please fill section A+E+H) [Refer (iii) from instructions overleaf] **Target Folio** (MANDATORY) 1. Consolidation can take place only if a. Names of all unit holders (and the pattern of holding), b. Address of unit holders, c. mode of operation (single/joint/either or survivor) d. Order of unit holders, e. Tax status and Nominee details are identical in all the Source Folio: I/We wish to consolidate all my/our investments under specified folios into one folio. mentioned folios. Folios to be consolidated: 2. I/We 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 source folios. 3. Bank particulars in the target folio has been retained for your redemption/dividend proceeds. All joint holders must sign on consolidation requests irrespective of the mode of operation (single / joint / either or survivor) in the



F. CHANGE IN MODE OF HOLDING from Joint to Anyone or survivor or vice-versa (Please fill section A+F+H)								
			DI VIII	о Г	Joint	Anyo	ne or Survivor	
			Please tick (✓					
Note: All unit holders should sign the form irrespective of mode of holding in the folio.								
G. REGISTRATION / CHANGE / CANCELLATION OF NOMINATION (Please fill section A+G+H) [Refer (iv) from instructions overleaf]								
REGISTRATION CHANGE/MODIFICATION *CANCELLATION *In case of cancellation of Nomination, it is mandatory to provide opt-out declaration provided in the nomination section of the form.								
Name and Address of Nominee(s) (Mandatory)	with Applicant	of Birth	Name and Address of Guardian case the Nominee is a minor)	PAN of Nominee/ Guardian (Optional)	Proportion (which the units shared by each N (should aggregate	will be Nominee	Signature of Nominee / Guardian of Nominee	
Nominee 1								
Nominee 2								
Nominee 3								
OR								
[Please ()] I/We hereby confirm that I/We do not wish to appoint any nominee(s) for my mutual fund units held in my / our mutual fund folio and understand the issues involved in nonappointment of nominee(s) and further are aware that in case of death of all the account holder(s), my/our legal heirs would need to submit all the requisite documents issued by Court or other such competent authority, based on the value of assets held in the mutual fund folio.								
Note: 1. In case of varied requests viz. registration/change/cancellation, please fill-in separate Nomination form								
2. All joint holders should sign, even in case of Ányone or Survivor'.								
3. The allocation/share should be in whole numbers without any decimals making a total of 100 percent. If the percentage of share is not mentioned then the claim will be settled equally amongst all the indicated nominee(s)								
H. UNITHOLDER(S) SIGNATURE(S)								
Note: To be signed by all unitholders, if mode of holding is joint. In case you have opted for registration/cancellation of nomination and/or consolidation of folios, all joint holders should sign, even in case of 'Anyone or Survivor'.								
Declaration:								
"I/We hereby declare and confirm that the information provided in this form is true and correct and is duly supported by the document proof enclosed alongwith the form. I/We further agree and confirm that in the event there is any discrepancy between the information provided herein and the supporting documents, the AMC/Mutual Fund shall be entitled to reject the form. The AMC/Mutual Fund shall not be liable and/or responsible for any loss or damage that I/we may incur if the Form is rejected."								
Sign Here			Sign Here		S	ign Here		
First / Sole Applicant / Guardian / PoA Holder Second Applicant / Unit holder Third Applicant / Unit holder								



INSTRUCTIONS

i. Change of Bank Mandate

Proof of any one of the existing bank accounts in the folio and proof of the new bank account mentioned in this application form should be submitted. Any one of the following documents are valid supporting documents for a new bank account.

- A cancelled original cheque leaf (where the account number and first Unitholder name is printed on the face of the cheque). Unitholders should without fail cancel the
 cheque and write 'Cancelled' on the face of it to prevent any possible misuse.
- A letter from the bank on its letterhead 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. The letter should be certified by the bank manager with his/her full signature, name, employee code, bank seal and contact number.
- A copy of the bank pass book or a statement of bank account with current entries not older than 3 months having the name, address and account number of the account holder. The copy should be certified by the bank manager with his/her full signature, name, designation, employee code, bank seal and contact number.
- Unitholders may also bring a copy of any of the documents mentioned above along with the original documents to the ISCs/Official Points of Acceptance of Mahindra Manulife Mutual Fund ("Fund"). The copy of such documents 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.
- Mahindra Manulife Investment Management Private Limited (AMC), / Mahindra Manulife Mutual Fund may call for any additional documents if required.
- The new bank account mentioned in this form will be registered as the default bank account.

In the event of a request for change in bank account information being invalid / incomplete / not satisfactory in respect of signature mismatch/document insufficiency/not meeting any requirements more specifically as indicated in aforesaid clauses, the request for such change will not be processed. Redemptions / dividend payments, if any, will be processed and the last registered bank account information will be used for such payments to Unit holders.

Unit holders may note that it is desirable to submit their requests for change in bank details at least 7 days prior to date of redemption / dividend payment, if any and ensure that the request for change in bank mandate has been processed before submitting the redemption request. If change in bank mandate has not been processed, payment will be made in the existing bank account registered in the folio. Further, in the event of a request for redemption of units being received within seven days of change in bank account details, the normal processing time as specified in the Scheme Information Document, may not necessarily apply, however it shall be within the regulatory limits. Any unregistered bank account or a new bank account mentioned by the Unit holder along with the redemption request may not be considered for payment of redemption/dividend proceeds.

ii. E-MAIL&MOBILE COMMUNICATION

Investors may note that Primary holder's own email address and mobile number should be provided for speed and ease of communication in a convenient and cost-effective manner, and to help prevent fraudulent transactions. If the AMC / RTA finds that the email address / mobile number provided is not of the actual investor or seems to be incorrect, the AMC / RTA may choose not to capture / update the email address / mobile number.

Further, the email address provided by the investor will be registered in our records and will be treated as their consent to receive, Allotment confirmations, Consolidated Account Statement/Account Statement, annual report/ abridged summary and any statutory / other information as permitted via electronic mode /email. These documents shall be sent physically in case the Unit holder opts/request for the same.

Should the Unit holder experience any difficulty in accessing the electronically delivered documents, the Unit holder shall promptly intimate the Mutual Fund about the same to enable the Mutual Fund to make the delivery through alternate means. It is deemed that the Unit holder is aware of all security risks including possible third party interception of the documents and contents of the documents becoming known to third parties.

The AMC/Trustee reserve the right to send any communication in physical mode.

Description of Email & Mobile validation codes:

Family Code	Family Description	
SE	Self	
SP	Spouse	
DC	Dependent Children	
DS	Dependent Siblings	
DP	Dependent Parents	
GD	Guardian	
PM	PMS	
CD	Custodian	
PO	POA	



iii. Instructions for Consolidation of Folios

- Folios once consolidated cannot be separated.
- Consolidation is effected at the folio level and not at the scheme level.
- In case there is no nominee in the target folio, please fill section G.

iv. Instructions for Nomination

Investors should opt for the nomination facility to avoid hassles and inconveniences in case of unforeseen events in future. Through this facility the AMC is not in any way attempting to grant any rights other than those granted by law to the nominee(s). A nomination in respect of the Units does not create an interest in the Investments after the death of the Unit holder. The nominee(s) shall receive the Units only as an agent and trustee for the legal heirs or legatees of the deceased Unitholder as the case may be.

The terms and conditions for registration of nominee(s) are as under:

- It is mandatory for all Investors to provide Nomination details or Opt out of the nomination by providing specific details / declaration in the 'Nomination' section of the form. In the absence of the said details, the application form shall be liable for rejection.
- The nomination can be made only by individuals applying for/holding units on their own behalf singly or jointly.
- Non-individuals including a Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu undivided family, a Power of Attorney holder and/or Guardian of Minor unitholder cannot nominate.
- Nomination is not allowed in a folio of a Minor unitholder.
- In case a folio has joint holders, all joint holders should sign the request for nomination/cancellation of nomination, even if the mode of holding is 'either or survivor'.
- Minor(s) can be nominated and in such cases, the name, address and signature of the parent/ legal guardian representing such minor nominee(s) shall be provided by the
 Linit holder
- Only the following categories of Indian Residents can be nominated: (a) individuals (b) minors through parent/legal guardian (c) religious and charitable trusts and (d) Central Government, State Government, a local authority or any person designated by virtue of his office. 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.
- Nomination in respect of the units stands rescinded upon the transfer of units
- A Non-Resident Indian may be nominated subject to the applicable exchange control regulations.
- 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. In the event of the Unit holder(s) fail to indicate the percentage of allocation/share for each of the nominees, the Fund/AMC, by invoking default option shall settle the claim equally amongst all the nominees.
- Every new nomination for a folio will overwrite the existing nomination, if any. Nomination will be subject to the provisions of the respective Scheme Information
 Document.
- Nomination made by a unit holder shall be applicable for units held in all the schemes under the respective folio / account.
- 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). In case of multiple nominations, if any of the nominee is deceased at the time of death claim settlement, the said nominee's share will be distributed equally amongst the surviving nominees.
- Transmission of units in favour of a Nominee shall be valid discharge by the AMC/Mutual Fund/Trustees against the legal heir(s).
- The nomination will be registered only when the form is completed in all respects to the satisfaction of the AMC.
- 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.
- Cancellation of nomination can be made only by those Unit holder(s) who hold Units on their own behalf either singly or jointly and who made the original nomination. On cancellation of nomination, the nomination shall stand rescinded and the Fund/ AMC shall not be under any obligation to transmit the Units in favour of the nominee(s).
- In case of investors opting to hold the Units in demat form, the nomination details provided by the investor to the depository participant will be applicable.