

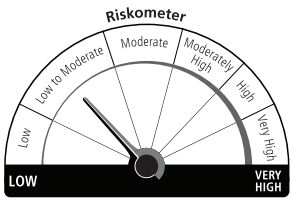
# Key Information Memorandum & Application Forms

Continuous Offer of Units at applicable NAV



**L&T Financial Services**  
Mutual Fund

## L&T Money Market Fund

Product label	Type of the scheme	Potential Risk Class			
<p><b>This product is suitable for investors who are seeking*</b></p> <ul style="list-style-type: none"> <li>• Generation of regular income over short to medium term</li> <li>• Investment in money market instruments</li> </ul>	<p>An open-ended debt scheme investing in money market instruments. A relatively low interest rate risk and moderate credit risk.</p>	<b>Credit Risk →</b>	<b>Relatively Low (Class A)</b>	<b>Moderate (Class B)</b>	<b>Relatively High (Class C)</b>
 <p>Risk level of the scheme is evaluated based on the scheme portfolio as on September 30, 2022</p>		<b>Interest Rate Risk ↓</b>		<b>B-I</b>	
		<b>Relatively Low (Class I)</b>			
		<b>Moderate (Class II)</b>			
		<b>Relatively High (Class III)</b>			

\*Investors should consult their financial advisers if in doubt about whether the product is suitable for them.

### MUTUAL FUND

#### L&T Mutual Fund

**Head Office:** 6th Floor, Brindavan,  
Plot No. 177, CST Road, Kalina,  
Santacruz East, Mumbai 400 098

#### TRUSTEE

**L&T Mutual Fund Trustee Limited**  
CIN: U65993MH1996PLC211198

#### Registered Office:

Brindavan, Plot no. 177, CST Road,  
Kalina, Santacruz (East),  
Mumbai - 400 098

### INVESTMENT MANAGER

#### L&T Investment Management Limited

CIN:U65991MH1996PLC229572

#### Registered Office:

Brindavan, Plot no. 177, CST Road,  
Kalina, Santacruz (East),  
Mumbai - 400 098

This Key Information Memorandum (KIM) sets forth the information, which a prospective investor ought to know before investing. For further details of the Scheme/Mutual Fund, Due Diligence Certificate by the AMC, Key Personnel, Investors' Rights & Services, Risk Factors, Penalties & Pending Litigations, Associate Transactions etc. investors should, before investment, refer to the Statement of Additional Information available free of cost at any of the Investor Service Centre or distributors or from the website [www.ltf.com](http://www.ltf.com)

The Scheme particulars have been prepared in accordance with Securities and Exchange Board of India (Mutual Funds) Regulations, 1996, as amended till date, and filed with Securities and Exchange Board of India (SEBI). The units being offered for public subscription have not been approved or disapproved by SEBI, nor has SEBI certified the accuracy or adequacy of this KIM.

Investors are advised to consult their Legal, Tax, Finance and other Professional Advisors before making decision to invest in or redeem the units in regard to tax/legal issues relating to their investments in the Scheme(s)/Plan(s).

The Key Information Document is dated October 25, 2022 and the data/information is as on September 30, 2022, unless otherwise mentioned.

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Name of the Scheme	L&T Money Market Fund (L&T MMF)		
Product Labelling	For product labelling please refer to the cover page		
Type of Scheme	An open-ended debt scheme investing in money market instruments. A relatively low interest rate risk and moderate credit risk.		
Investment Objective	To generate regular income through investment in a portfolio comprising substantially of money market instruments.		
Asset Allocation Pattern	<b>Types of Instruments</b>	<b>Indicative Allocation (% of total assets)</b>	
		<b>Maximum</b>	<b>Minimum</b>
	Money Market Instruments <sup>^</sup>	100%	0%
	Investments will be made in line with the asset allocation of the scheme and the applicable SEBI and / or AMFI guidelines as specified from time to time.		
	<sup>^</sup> Money market instruments would include certificate of deposits, commercial papers, T-bills, repo, reverse repos and TREP, bill rediscounting, bills of exchange / promissory notes, standby letter of credit (SBLC) backed commercial papers and government securities having unexpired maturity of 1 year and such other instruments as eligible from time to time.		
	Due to market conditions, the AMC may invest beyond the range set out in the asset allocation. Such deviations shall normally be for a short term purpose only, and the intention being at all times to protect the interests of the Unit Holders. In the event of deviations, rebalancing will normally be carried out within 30 days.		
	Please refer to the SID for details relating to investments in other asset classes.		
	With effect from July 1, 2022, for the deviation from the asset allocation mentioned above, the portfolio of the scheme shall be rebalanced within the timelines mentioned in SEBI Circular no. SEBI/HO/IMD/IMD-II DOF3/P/CIR/2022/39 dated March 30, 2022 or any circulars issued by SEBI from time to time in this regard.		
Risk Profile of the Schemes	Mutual Fund Units involve investment risks including the possible loss of principal. Please read the Scheme Information Document carefully for details on risk factors before investment.		
	As per SEBI circular no. SEBI/IMD/CIR No.10/22701/03 dated December 12, 2003, the Scheme/plan (including the plans thereunder) should have a minimum of 20 Unit Holders and no single Unit Holder should account for more than 25% of the corpus of the Scheme/ plan. The aforesaid conditions should be met in each calendar quarter on an average basis. In case of non-fulfilment with the first condition		
	i.e. minimum of 20 investors in the scheme/plan, for each calendar quarter as specified by SEBI, the scheme/plan shall be wound up by following the guidelines prescribed by SEBI and Unit Holders' investment in such scheme/plan would be redeemed at the Applicable NAV. SEBI has further prescribed that if any investor breaches the 25% limit over a quarter, a rebalancing period of one month will be allowed to the investor and thereafter the investor who is in breach of the limit shall be given 15 days notice to redeem his exposure over the 25% limit. In the event of failure on part of the said investor to redeem the excess exposure, the excess holding will be automatically redeemed by the Fund following the guidelines prescribed by SEBI.		
	In addition to the factors that affect the values of securities, the NAV of Units of the Scheme will fluctuate with the movement in the broader fixed income, money market and derivatives market and may be influenced by factors influencing such markets in general including but not limited to economic conditions, changes in interest rates, price and volume volatility in the fixed income markets, changes in taxation, currency exchange rates, foreign investments, political, economic or other developments and closure of the stock exchanges. Further the investments made by the Scheme will also be affected by interest rate/price risk, credit risk or default risk, sovereign risk, liquidity risk, re-investment risk, settlement risk, risk associated with investment in derivatives and foreign securities.		
	<b>Risks Factors associated with transaction in Units through stock exchange(s)</b>		
	In respect of transaction in Units of the Scheme through BSE and/or NSE and/or ICEX, allotment and redemption of Units on any Business Day will depend upon the order processing/settlement by BSE and/or NSE and/or ICEX and their respective clearing corporations on which the Fund has no control.		
Investment Strategy	In line with the investment objective of the Scheme, the investments would be made predominately in a portfolio comprising of money market instruments.		
	The scheme will invest in short term instruments, which may comprise of certificates of deposit, commercial papers, TREP, repos, reverse repos, treasury bills and government securities having unexpired maturity upto 1 year and all other eligible money market instruments as specified by SEBI and RBI from time to time.		
	The scheme will evaluate securities based on parameters such as liquidity, yield, credit profile, etc. before including in the portfolio.		
Plans	<b>Direct Plan:</b>		
	Investors proposing to purchase units of the Scheme directly from the Fund (i.e. investments not routed through an AMFI Registration Number (ARN) Holder) can invest under the Direct Plan.		
	Investments under the Direct Plan can be made through various modes offered by the Fund for investing directly with the Fund or through Registered Investment Advisor (RIA) {except Stock Exchange Platform(s) and all other platform(s) where investors' applications for subscription of units are routed through distributors}.		
	Investors subscribing under the Direct Plan will have to indicate "Direct Plan" against the Scheme name in the application form. Investors should also indicate "Direct" in the ARN column of the application form. However, in case distributor code is mentioned in the application form, but "Direct Plan" is indicated against the Scheme name, the distributor code will be ignored and the application will be processed under the Direct Plan. Further, where application is received for the Scheme without distributor code or "Direct" mentioned in the ARN Column, the application will be processed under the Direct Plan.		
	<b>Regular Plan:</b>		
	Investors proposing to purchase units of the Scheme through an ARN Holder can invest under the Regular Plan.		
	The options referred below are available under both the above mentioned plans. The above plans have a common portfolio. However, Regular Plan and Direct Plan have different NAVs.		
	The application(s) will be processed under Direct / Regular Plan as stated in the table below:		
	<b>Scenario</b>	<b>Distributor / broker code mentioned by the investor</b>	<b>Plan mentioned by the investor</b>
	1	Not mentioned	Not mentioned
	2	Not mentioned	Direct
	3	Not mentioned	Regular
	4	Mentioned	Direct
	5	Direct	Not Mentioned
	6	Direct	Regular
	7	Mentioned	Regular
	8	Mentioned	Not Mentioned
	<b>Default plan in which the application shall be processed</b>		
			Direct Plan
			Direct Plan
			Direct Plan
			Direct Plan
			Direct Plan
			Direct Plan
			Regular Plan
			Regular Plan
	In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under the Regular Plan. The AMC shall contact and obtain the correct ARN code within 30 calendar days of the receipt of the application form from the investor/ distributor. In case, the correct code is not received within 30 calendar days, the AMC shall reprocess the transaction under Direct Plan from the date of application without any exit load.		

<b>Options</b>	<ul style="list-style-type: none"> <li>• Growth</li> <li>• Income Distribution cum Capital Withdrawal (IDCW)</li> </ul> <ol style="list-style-type: none"> <li>1. Daily IDCW (Payout)</li> <li>2. Weekly IDCW (Payout)</li> <li>3. Monthly IDCW (Re-investment and Payout)</li> </ol>		
<b>Applicable NAV</b>	<p>The Cut-off time and the Applicable NAV will be as under:</p> <ol style="list-style-type: none"> <li>i. <b>For Purchases/Redemptions:</b> Where the application is received upto 3.00 p.m. on a Business Day and funds are available for utilization before the cut-off time - the closing NAV of the Business Day shall be applicable.</li> <li>ii. Where the application is received after 3.00 p.m. on a Business Day and funds are available for utilization on the same day or before the cut-off time of the next Business Day - the closing NAV of the next Business Day shall be applicable.</li> <li>iii. Irrespective of the time of receipt of application, where the funds are not available for utilization before the cut-off time - the closing NAV of next Business day on which the funds are available for utilization shall be applicable.</li> <li>iv. In respect of valid applications, the time of receipt of applications or the funds for the entire amount are available for utilization, whichever is later, will be used to determine the applicability of NAV.</li> <li>v. In case of other facilities for systematic transactions like Systematic Investment Plan (SIP), Systematic Transfer Plan (STP), etc., the NAV of the day on which the funds are available for utilization by the Target Scheme shall be considered irrespective of the installment date.</li> </ol> <p>The aforesaid will be applicable only for cheques/demand drafts/payment instruments payable locally in the city in which the ISC is located. No outstation cheques will be accepted.</p> <p>For applications for Purchases along with demand drafts not payable at par at the place where the application is received, NAV of the day on which the demand draft is credited.</p> <p><b>For Redemption:</b></p> <p>In respect of valid Redemption applications accepted at an Investor service Centre upto 3 p.m. on a Business Day, the NAV of such day will be applicable.</p> <p>In respect of valid Redemption applications accepted at an Investor service Centre after 3 p.m. on a Business Day, the NAV of the next Business Day will be applicable.</p>		
<b>Minimum Application Size (Lumpsum Investment per Application)</b>	<b>Initial Investment</b>		<b>Additional Investment (in multiples of Re. 1 thereafter).</b>
	₹10,000 per application and in multiples of Re. 1 thereafter		₹ 1,000 per application and in multiples of Re. 1 thereafter
<b>Minimum Application Size (Systematic Investment per Application)</b>	<b>Min. Instalment Amount</b>	<b>Min. No. of Instalments</b>	<b>Min. Aggregate Investment</b>
	₹ 1,000	(a) Monthly: 6 (b) Quarterly: 4	₹ 6,000
	All the above three conditions to be jointly fulfilled		
<b>Waiver of minimum subscription amount -</b>	Pursuant to SEBI circular no. SEBI/HO/IMD/IMD-I/DOF5/P/CIR/2021/553 dated April 28, 2021 and circular no. SEBI/HO/IMD/IMD-I/DOF5/P/CIR/2021/629 dated September 20, 2021 regarding 'Alignment of interest of Key Employees/Designated Employees of Asset Management Companies (AMCs) with the Unitholders of the Mutual Fund Schemes', the minimum subscription amount (i.e. initial application amount and additional application amount) as mentioned in the SID and KIM shall not be applicable for the investment made in the Scheme by the relevant employees of L&T Investment Management Limited, in line with the aforesaid circulars.		
<b>Minimum Redemption Size</b>	₹ 500 or 50 units. In case of Units held in dematerialised mode, the Unit Holder can give a request for Redemption only in number of Units and the provisions pertaining to minimum balance amount/number of Units will not be applicable.		
<b>Dispatch of Repurchase (Redemption) Request</b>	Within 10 Business Days of the receipt of the valid redemption request at the Investor Service Centres/Official Points of Acceptance.		
<b>Benchmark Index</b>	NIFTY Money Market Index With effect from April 1, 2022, benchmark of the Scheme is NIFTY Money Market Index B-I		
<b>Dividend Policy</b>	<p>The Trustee may decide to distribute by way of dividend, the surplus by way of realised profit, dividends and interest, net of losses, expenses and taxes, if any, to Unit Holders in the IDCW option of the Schemes if such surplus is available and adequate for distribution in the opinion of the Trustee. The Trustee's decision with regard to availability and adequacy, rate, timing and frequency of distribution shall be final. In case of IDCW payout facility, the AMC shall dispatch to the Unit Holders, the dividend warrants within 15 days from the record date. In case of the Schemes under the IDCW payout facility, if the amount of dividend payable to the Unit Holder is less than ₹ 100, then the dividend amount will be compulsorily reinvested in the respective Scheme.</p> <p>The dividend will be due to only those Unit Holders whose names appear in the register of Unit Holders in the IDCW option of the Scheme on the record dates as mentioned above or the next Business Day as the case may be. Under the monthly dividend declaration frequency, the Unit Holders have the option of receiving the dividend or reinvesting the same while under the daily and weekly dividend declaration frequencies the dividend will be compulsorily reinvested. The dividend will be reinvested at the ex-dividend NAV. No Exit load will be charged on account of Units allotted by way of dividend re-investments.</p>		
<b>Levy of Stamp duty on Mutual Fund transactions</b>	Pursuant to Notification No. S.O. 4419(E) dated December 10, 2019 issued by Department of Revenue, Ministry of Finance, Government of India, read with Part I of Chapter IV of Notification dated February 21, 2019 and Notification dated March 30, 2020 issued by Legislative Department, Ministry of Law and Justice, Government of India on the Finance Act, 2019, a stamp duty @ 0.005% of the transaction value would be levied on mutual fund investment transactions. Accordingly, pursuant to levy of stamp duty, the number of units allotted on purchases, switch-ins, SIP/STP installments, (including IDCW Reinvestment) to the unit holders would be reduced to that extent.		
<b>MFCentral - Official Point of Acceptance</b>	Based on the SEBI circular no SEBI/HO/IMD/IMD- II DOF3/P/CIR/2021/604 dated July 26, 2021, to comply with the requirements of RTA inter-operable Platform for enhancing investors' experience in Mutual Fund transactions / service requests, the QRTA's, Kfin Technologies Private Limited and Computer Age Management Services Limited (CAMS) have jointly developed MFCentral - A digital platform for Mutual Fund investors. MFCentral is created with an intent to be a one stop portal / mobile app for all Mutual fund investments and service related needs that significantly reduces the need for submission of physical documents by enabling various digital /phygital services to Mutual fund investors across fund houses subject to applicable Terms & Conditions of the Platform. MFCentral will be enabling various features and services in a phased manner. MFCentral may be accessed using <a href="https://mfcentral.com/">https://mfcentral.com/</a> and a Mobile App in future. With a view to comply with all provisions of the aforesaid circular and to increase digital penetration of Mutual funds, L&T Mutual Fund designates MFCentral as its Official point of acceptance (DISC - Designated investor Service Centre) w.e.f. 23rd September 2021. Any registered user of MFCentral, requiring submission of physical document as per the requirements of MFCentral, may do so at any of the designated Investor Service centres or collection centres of Kfintech or CAMS		
<b>Dividend Frequency and Record Dates</b>	<b>Dividend Frequency</b>	<b>Record Date</b>	<b>Facilities available</b>
	Daily	Every Day*	Re-investment only
	Weekly	Monday of the week	
	Monthly	25th of the month	
	* All days for which NAV is published on <a href="http://www.amfiindia.com">www.amfiindia.com</a> / <a href="http://www.lfsc.com">www.lfsc.com</a> websites		
<b>Name of Fund Manager(s)</b>	Mr. Shriram Ramanathan (since March 21, 2020) and Mr. Mahesh Chhabria (since November 25, 2021)		
<b>Name of Trustee Company</b>	L&T Mutual Fund Trustee Limited		

Performance of Scheme	CAGR Returns (%) (Period)			Date of Inception of the Scheme	Since Inception																									
	1 year	3 year	5 year		CAGR Returns (%)	PTP Returns* (in ₹)																								
<b>L&amp;T Money Market Fund - Regular Plan (G)</b>	3.31%	4.12%	5.56%	10/Aug/2005	7.14%	32,657.85																								
NIFTY Money Market Index B-I	3.98%	4.38%	5.52%		7.43%	34,177.94																								
CRISIL 1 Yr T-Bill Index^	3.18%	4.48%	5.53%		6.00%	27,153.78																								
<b>L&amp;T Money Market Fund - Direct Plan (G)</b>	3.80%	4.62%	6.07%	01/Jan/2013	7.46%	20,173.69																								
NIFTY Money Market Index B-I	3.98%	4.38%	5.52%		6.92%	19,209.39																								
CRISIL 1 Yr T-Bill Index^	3.18%	4.48%	5.53%		6.35%	18,225.10																								
<p><b>Past performance may or may not be sustained in the future.</b> * Point to Point (PTP) Returns in INR show the value of ₹10,000/- invested ^Standard Benchmark.</p> <p>With effect from April 1, 2022, benchmark of the Scheme is NIFTY Money Market Index B-I</p> <p>Note: As per the SEBI standards for performance reporting, the since inception return is calculated on NAV of ₹10/- invested at inception. CAGR is compounded annualised. Date of inception is deemed to be date of allotment.</p> <p>a. Performance data is as on September 30, 2022.</p> <p>b. Different plans shall have a different expense structure.</p> <p>c. The performance details have been provided for Regular and Direct Plan separately.</p> <p>Performance of the schemes (wherever provided) are calculated basis CAGR for the past 1 year, 3 years, 5 years and since inception. In case, the start/end date of the concerned period is a non - business day (NBD), the NAV of the previous date is considered for computation of returns.</p>																														
<p style="text-align: center;"><b>Absolute Returns</b></p> <table border="1"> <caption>Absolute Returns Data</caption> <thead> <tr> <th>Year</th> <th>L&amp;T Money Market Fund- Reg Plan</th> <th>L&amp;T Money Market Fund- Dir Plan</th> <th>NIFTY Money Market Index</th> </tr> </thead> <tbody> <tr> <td>FY 17-18</td> <td>7.47</td> <td>8.01</td> <td>6.57</td> </tr> <tr> <td>FY 18-19</td> <td>7.54</td> <td>8.08</td> <td>7.60</td> </tr> <tr> <td>FY 19-20</td> <td>7.69</td> <td>8.20</td> <td>6.77</td> </tr> <tr> <td>FY 20-21</td> <td>4.40</td> <td>4.90</td> <td>4.48</td> </tr> <tr> <td>FY 21-22</td> <td>3.16</td> <td>3.64</td> <td>3.76</td> </tr> </tbody> </table>							Year	L&T Money Market Fund- Reg Plan	L&T Money Market Fund- Dir Plan	NIFTY Money Market Index	FY 17-18	7.47	8.01	6.57	FY 18-19	7.54	8.08	7.60	FY 19-20	7.69	8.20	6.77	FY 20-21	4.40	4.90	4.48	FY 21-22	3.16	3.64	3.76
Year	L&T Money Market Fund- Reg Plan	L&T Money Market Fund- Dir Plan	NIFTY Money Market Index																											
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<b>Scheme Riskometer</b>			<b>Benchmark Riskometer</b>																											
<p style="text-align: center;">Investors understand that their principal will be from low to moderate risk</p>																														
Risk level of the scheme is evaluated based on the scheme portfolio as on September 30, 2022																														
<b>Expenses</b>	<b>Exit Load:</b> NIL.																													
<b>(i) Load Structure For Ongoing Offer</b>																														
<b>(ii) Actual Recurring Expenses (% p.a. of daily net assets) for the Financial Year 2021-22</b>	<b>L&amp;T Money Market Fund</b>																													
	Direct 0.24%			Regular 0.72%																										
<b>Transaction Charge(s)</b>	<p>AMC shall deduct Transaction Charge(s) from the subscription amount and pay it to the distributor who has opted to receive the same for a particular product category. The details of the same are mentioned below:-</p> <ul style="list-style-type: none"> <li>₹ 150 if the application is received from a First Time Mutual Fund Investor.</li> <li>₹ 100 if the application is received from an investor other than a First Time Mutual Fund Investor i.e. Existing Investor in Mutual Funds.</li> </ul> <p>In case of investments through SIP, Transaction Charge(s) shall be deducted only if the total commitment (i.e. amount per SIP instalment x Number of instalments) amounts to ₹ 10,000 or more. The Transaction Charge(s) will be deducted in four equal instalments.</p> <p>However, Transaction Charge(s) will not be deducted for the following:-</p> <p>Purchase/Subscription submitted by investor at the designated collection centres or through AMC's website viz. www.lfms.com and which are not routed through any distributor.</p> <ul style="list-style-type: none"> <li>Purchase/Subscription through a distributor for an amount less than ₹ 10,000.</li> <li>Transactions such as Switches, STP i.e. all such transactions wherein there is no additional cash flow at a Mutual Fund level similar to Purchase/Subscription.</li> <li>Purchase/Subscriptions through any stock exchange.</li> </ul>																													
<b>Tax Treatment for the Investors (Unit holders)</b>	Investors are advised to refer to the details in the Statement of Additional Information and also independently refer to their tax adviser.																													
<b>Daily Net Asset Value (NAV) Publication</b>	<p>The NAVs of the Scheme will be calculated by the Mutual Fund on all Business Days. The details may be obtained by calling the investor line of the AMC at 1800 2000 400 or 1800 4190 200 (toll-free). The NAVs of the Scheme will also be updated by 11.00 p.m. on all Business Days on the website of the Mutual Fund i.e. www.lfms.com and on the AMFI website i.e. www.amfiindia.com. The AMC shall extend the facility of sending the latest available NAVs to unitholders through SMS, upon receiving a special request in this regard.</p> <p>Send SMS as LNTMF NAV &lt;Scheme Code&gt; to 56767</p> <p>*Scheme Code: List of Scheme codes is available on our website i.e. www.lfms.com</p>																													

<p><b>For Investor Grievances please contact</b></p>	<p><b>Computer Age Management Services Private Limited</b> New No. 10, Old No. 178, M. G. R. Salai, Nungambakkam, Chennai - 600 034.</p> <p>For any grievances with respect to transactions through BSE and/or NSE and/or ICEX, the investors/Unit Holders should approach either the stock broker or the investor grievance cell of the respective stock exchange.</p>	<p><b>Mr. Ankur Banthiya</b> 6th floor, KGN Towers, No.62 Ethiraj Salai, (Commander-In-Chief Road), Egmore, Chennai – 600 105. Tel: 1800 2000 400 or 1800 419 0200, Fax: 044-4902 2818 E-mail: investor.line@lntrmf.co.in</p>
<p><b>Unit Holders' Information</b></p>	<p><b>Applicable to investors who opt to hold units in non-demat form</b></p> <p>Account statements to be issued in lieu of Unit Certificates under the Scheme shall be non-transferable. The account statement shall not be construed as a proof of title.</p> <p>All Units of the Scheme will rank pari passu, among Units within the same option in the Scheme, as to assets and earnings.</p> <p><b>For normal transactions during ongoing sales and repurchase:</b></p> <ul style="list-style-type: none"> <li>• A consolidated account statement for each calendar month to the Unit Holder(s) in whose folio(s) transaction(s) has/ have taken place during the month on or before 15<sup>th</sup> of the succeeding month shall be sent physically or by e-mail.</li> <li>• In the event the account has more than one registered holder, the first named Unit Holder shall receive the CAS/ account statement.</li> <li>• The transactions viz. purchase, redemption, switch, IDCW payout, etc., carried out by the Unit Holders shall be reflected in the CAS on the basis of Permanent Account Number (PAN).</li> <li>• The CAS shall not be received by the Unit Holders for the folio(s) not updated with PAN details. The Unit Holders are therefore requested to ensure that the folio(s) are updated with their PAN.</li> <li>• For folios not included in the CAS (due to non-availability of PAN), the AMC/ Mutual Fund shall issue monthly account statement to such Unit Holder(s), for any financial transaction undertaken during the month on or before 15<sup>th</sup> of succeeding month by physical mode.</li> <li>• In case of a specific request received from the Unit Holders, the AMC/ Mutual Fund will provide the account statement in physical to the investors within 5 Business Days from the receipt of such request.</li> <li>• The Unit Holder may request for a physical account statement by calling the investor line of the AMC at 1800 2000 400 or 1800 4190 200.</li> </ul> <p><b>Half Yearly Consolidated Account Statement:</b></p> <ul style="list-style-type: none"> <li>• The AMC/Mutual Fund will provide to Unit Holders a CAS detailing holding across all schemes of the Mutual Funds at the end of every six months (i.e. September/ March), on or before 21<sup>st</sup> day of succeeding month, in whose folios no transaction has taken place during that period. The half yearly consolidated account statement will be sent by e-mail to the Unit Holders whose e-mail address is available, unless a specific request is made to receive in physical. CAS will not be sent to a Unit Holder in respect of folios whose PAN details are not updated.</li> <li>• Further, CAS issued for the half-year (September/ March) shall provide the following, in the prescribed format provided by SEBI: <ul style="list-style-type: none"> <li>a) Total purchase value / cost of investment in each scheme invested by the investor.</li> <li>b) The amount of actual commission paid by the AMC/Mutual Fund (MF) to distributors (in absolute terms) during the half-year period against the investor's total investments in each MF .  The term 'commission' here refers to all direct monetary payments and other payments made in the form of gifts / rewards, trips, event sponsorships etc. by the AMC/MF to distributors.</li> <li>c) The scheme's average Total Expense Ratio (in percentage terms) along with the break up between Investment and Advisory fees, Commission paid to the distributor and other expenses for the period for each scheme's applicable plan (regular or direct or both) where the concerned investor has actually invested in.  Such half-yearly CAS shall be issued to all MF investors, excluding those investors who do not have any holdings in MF schemes and where no commission against their investment has been paid to distributors, during the concerned half-year period.  Applicable to investors who have a demat account and opt to hold units in non-demat form</li> </ul> </li> </ul> <p><b>Monthly SCAS:</b></p> <ul style="list-style-type: none"> <li>• A single Securities Consolidated Account Statement ("SCAS")<sup>^</sup> for each calendar month to the Unit Holder(s) who are holding a demat account ("Beneficial Owner(s)") in whose folio(s) transaction(s) has/have taken place during the month on or before 15<sup>th</sup> of the succeeding month shall be sent physically or by e-mail.  <sup>^</sup>SCAS shall contain details relating to all the transaction(s)** carried out by the Beneficial Owner(s) (including transaction charges paid to the distributor) across all schemes of the Mutual Funds and transactions in securities held in dematerialized form across demat accounts, during the month and holdings at the end of the month.  **transaction(s) shall include purchase, redemption, switch, IDCW payout, IDCW reinvestment, systematic investment plan, systematic withdrawal advantage plan, systematic transfer plan, etc.</li> <li>• Consolidation of account statement shall be done on the basis of PAN.</li> <li>• In case of multiple holding, identification shall be based on the PAN of the first holder and the pattern of holding.</li> <li>• The SCAS will be sent by e-mail to the investor(s) whose e-mail address is registered with the Depositories. In case an investor does not wish to receive SCAS through e-mail, an option shall be given by the Depository to receive SCAS in physical.</li> <li>• The SCAS shall not be received by the Unit Holder(s) for the folio(s) not updated with PAN and/or KyC details.</li> <li>• Where PAN is not available, the account statement shall be sent to the Unit Holder by the AMC/ Mutual Fund.</li> <li>• In case of a specific request received from the Unit Holder(s), the AMC/ Mutual Fund will provide an account statement (reflecting transactions of the Mutual Fund) to the Unit Holder(s) within 5 Business Days from the receipt of such request.</li> <li>• In case an investor does not wish to receive SCAS, an option shall be given by the Depository to indicate negative consent.</li> <li>• Investor(s) having multiple demat accounts across the Depositories shall have an option to choose the Depository through which the SCAS will be received.</li> </ul>	



**Periodic SCAS:**

- In case there is no transaction in the folio, a half yearly SCAS detailing holding across all schemes of mutual funds and securities held in dematerialized form across demat accounts shall be sent by Depositories to investors at the end of every six months (i.e. September/March), on or before 21<sup>st</sup> day of succeeding month.
- The half yearly SCAS will be sent physically or by e-mail as per the mode of receipt opted by the investors to receive monthly SCAS.
- In case of demat accounts with NIL balance and no transactions in mutual fund folios and in securities, the depository shall send physical statement to investor(s) in terms of regulations applicable to Depositories.  
Unit holders/ Investors opted for physical dispatch and who are not eligible for receiving SCAS/ CAS shall continue to receive a monthly account statement from the AMC/ Mutual Fund.

**Applicable to investors who opt to hold units in demat form**

Where the investor has opted for units held in dematerialised mode, unit holder/ investor will receive the holding statement directly from their respective Depository Participant at such a frequency as may be defined in the Depository Act or regulations or on specific request.

**For SIP / STP / SWP transactions:**

- Account Statements for transactions under SIP/SWP/STP will be despatched once every quarter ending March, June, September and December within 10 working days of the end of the respective quarter.
- A soft copy of the account statement shall be mailed to the Unit Holders under SIP/SWP/STP to the e-mail address provided by the Unit Holder on a monthly basis, if so mandated.
- The first account statement under SIP/SWP/STP shall be issued within 10 working days of the initial investment/ withdrawal/ transfer.
- In case of specific request received from investors, the AMC will provide the account statement to the investors within 5 working days from the receipt of such request without any charges.

**Annual Account Statement:**

- The Mutual Fund will provide the account statement to the Unit Holders who have not transacted during the last six months prior to the date of generation of account statements. The account statement shall reflect the latest closing balance and value of the Units prior to the date of generation of the account statement. The account statements in such cases may be generated and issued along with the Portfolio Statement or Annual Report of the Scheme.  
Alternately, soft copy of the account statements shall be mailed to the investors' e-mail address, instead of physical statement, if so mandated.

**Annual Report**

An annual report of the Scheme will be prepared as at the end of each financial year (i.e. March 31) and copies of the report or an abridged summary thereof shall be provided to all Unit Holders as soon as possible but not later than 4 months from the closure of the relevant financial year. In case of an Unit Holder whose email address is available with the AMC/Mutual Fund, the annual report or abridged summary thereof shall be provided by way of an e-mail at the email address provided by the Unit Holder and such Unit Holder will not receive physical copies of the annual report or abridged summary thereof unless a specific request is received by the AMC/Mutual Fund in this behalf from the Unit holder.

The Unit Holder may request for physical copies of the annual report or abridged summary thereof by calling the toll-free investor line of the AMC at 1800 2000 400 or 1800 4190 200 (toll-free).

A Unit holder who has expressly opted-in to receive physical copy of the same, AMC/Mutual Fund shall continue to dispatch the annual report or an abridged summary thereof in physical form.

The full report or the abridged summary thereof will be displayed on the website of the Mutual Fund i.e. [www.lfcs.com](http://www.lfcs.com) and will also be available for inspection at the registered office of the AMC and a copy thereof will be provided without charging any cost on request to the Unit Holder.

The Mutual Fund shall publish an advertisement disclosing uploading of scheme(s) annual report thereof on its website, in all India editions of one English and one Hindi daily newspaper.

**Half yearly disclosures: Portfolio**

This is a list of securities where the corpus of the Scheme is invested. The market value of these investments is also stated in the portfolio disclosures. The Mutual Fund shall within 10 days from the close of each half year that is on 31st March and on 30th September disclose the portfolio statement of the scheme on its website ([www.lfcs.com](http://www.lfcs.com)) and on the website of AMFI ([www.amfiindia.com](http://www.amfiindia.com)). The Mutual Fund shall publish an advertisement disclosing the hosting of half yearly portfolio statement of its schemes in one national English daily newspaper and one national Hindi daily newspaper.

**Financial Results**

The Mutual Fund shall before the expiry of one month from the close of each half year (i.e. March 31 and September 30) display its unaudited financial results on the website of the Mutual Fund.

Further, an advertisement disclosing the hosting of the aforesaid results on the website shall be published in one national English daily newspaper circulating in the whole of India and in a Marathi daily newspaper.

**Monthly Portfolio Disclosures:**

The Mutual Fund/ AMC will disclose portfolio (along with ISIN) of the Scheme as on the last day of the month on its website [www.lfcs.com](http://www.lfcs.com) on or before the tenth day of the succeeding month in a user-friendly and downloadable format.

**Fortnightly Portfolio Disclosures:**

The Mutual Fund/ AMC will disclose portfolio (along with ISIN) of the Scheme as on a fortnightly basis on its website [www.lfcs.com](http://www.lfcs.com) within 5 days of every fortnight of the succeeding month in a user-friendly and downloadable format.

**Maximum Recurring Expenses:**

Daily net assets	Maximum as a % of daily net assets
First 500 Crores	2.00%
Next 250 Crores	1.75%
Next 1,250 Crores	1.50%
Next 3,000 Crores	1.35%
Next 5,000 Crores	1.25%
Total expense ratio reduction of 0.05% for every increase of ₹ 5,000 crores of daily net assets or part thereof on the next ₹ 40,000 crores of the daily net assets.	
Balance Assets	0.80%

Direct Plan under the Scheme shall have a lower expense ratio excluding distribution expenses, commission, etc and no commission for distribution of Units will be paid/charged under Direct Plan.

The AMC shall charge the Scheme with investment management and advisory fees in accordance with Regulation 52 (2) of SEBI Regulations.

	<p>The Mutual Fund/AMC shall annually set apart at least 2 basis points of the daily net assets of a Scheme within the maximum limit of total recurring expenses as per Regulation 52 for investor education and awareness initiatives.</p> <p>In accordance with Regulation 52 (6A), the following expenses can be charged in addition to the existing total recurring expenses charged under Regulation 52 (6):</p> <p>(a) brokerage and transaction costs (other than Securities Transaction Tax as applicable) which are incurred for the purpose of execution of trade and is included in the cost of investment, not exceeding 0.12 % in case of cash market transactions and 0.05 % in case of derivatives transactions.</p> <p>Please note that any payment towards brokerage and transaction costs (other than Securities Transaction Tax as applicable), over and above the said 12 bps and 5 bps for cash market and derivatives transactions respectively, shall be charged to the Scheme within the total recurring expenses limit specified under Regulation 52. Any expenditure in excess of the said limit will be borne by the AMC/Trustees/Sponsors.</p> <p>(b) additional recurring expenses up to 30 basis points on daily net assets of the Scheme, if the new inflows from cities and type of investors as specified by SEBI are at least (a) 30% of gross new inflows in the scheme; or (b) 15% of the average assets under management (year to date) of the Scheme, whichever is higher.</p> <p>In case inflows from such cities are less than the higher of (a) or (b) stated above, additional expenses on daily net assets of the Scheme can be charged on a proportionate basis.</p> <p>The expenses so charged can be utilised for distribution expenses incurred for bringing inflows from such cities.</p> <p>The amount incurred as expense on account of inflows from such cities shall be credited back to the Scheme in case the said inflows are redeemed within a period of one year from the date of investment. The additional TER shall be charged based on inflows from retail investors from beyond top 30 cities (B-30 cities), the term 'retail investor' has been defined. Accordingly, inflows of amount upto Rs 2,00,000/- per transaction, by individual investors shall be considered as inflows from "retail investor"</p> <p>(c) additional expenses, incurred towards different heads mentioned under sub-Regulations 52 (2) and 52 (4), not exceeding 0.05 % of the daily net assets of the scheme or as specified by the SEBI. However, in terms of SEBI Circular No SEBI/HO/IMD/DF2/CIR/P/2018/15 dated February 02, 2018, in case exit load is not levied / not applicable, the AMC shall not charge the said additional expenses.</p> <p><b>Goods and Services Tax (GST):</b></p> <p>a) GST on the investment management and advisory fees will be charged to the Scheme in addition to the total recurring expenses limit specified under Regulation 52.</p> <p>b) GST, if any, on any other fees/expenses (including brokerage and transaction costs on asset purchases) shall be charged to the Scheme within the total recurring expenses limit specified under Regulation 52.</p> <p>The Mutual Fund would update the current expense ratios on the website (<a href="http://www.lfcs.com">www.lfcs.com</a>). However, any change in the base TER (i.e. TER excluding additional expenses provided in Regulation 52(6A)(b) and 52(6A)(c) of SEBI (Mutual Funds) Regulations, 1996) in comparison to previous base TER charged to the Scheme shall be updated at least three working days prior to the effective date of the change and on the link <a href="https://www.lfcs.com/companies/Int-investment-management/statutory-disclosures">https://www.lfcs.com/companies/Int-investment-management/statutory-disclosures</a></p>
<b>Note on Employee Unique Identity Number ("EUIN")</b>	Please note that disclosing Employee Unique Identity Number is important, especially in case of advisory transactions, as it will help us in resolving your query and assist in tackling the problem of misselling of Mutual Fund schemes.
<b>Risk Mitigation Factors</b>	The overall portfolio structuring would aim at controlling risk at moderate level. Security specific risk will be minimized by investing only on those companies that have been thoroughly researched inhouse. Risk will also be managed through broad diversification of the portfolio within the framework of the Scheme's investment objective and policies.



## Other Disclosures

## (i) Portfolio details

## a. Top 10 holdings as of September 30, 2022

Name of the Issuer	Rating	% to NAV
<b>DEBT INSTRUMENTS</b>		
<b>Non Convertible Debentures</b>		
Central Government	SOVEREIGN	24.47%
Axis Bank Ltd.	CRISIL A1+	8.34%
Bank Of Baroda	IND A1+	8.09%
Canara Bank	CRISIL A1+	6.57%
National Bank for Agricultural & Rural Development	IND A1+	6.53%
Kotak Mahindra Bank Ltd.	CRISIL A1+	6.52%
Housing Development Finance Corporation Limited	CRISIL A1+	6.50%
Small Industries Development Bank of India.	CARE A1+/IND A1+	6.50%
Export-Import Bank of India	CRISIL A1+	6.49%
Julius Baer Capital (India) Private Limited	ICRA A1+	3.34%
<b>Total of Top 10 Holdings</b>		<b>83.35%</b>
<b>Total Debt Instruments</b>		<b>100.08%</b>
Cash, Cash Equivalents and Net Current Assets		-0.08%
<b>Grand Total</b>		<b>100.00%</b>

## b. Fund allocation as on September 30, 2022

Sector	% to Net Assets
Financial Services	6.67%
Housing Finance Company	6.50%

Investors are advised to refer to the website of Mutual Fund (<https://www.lfms.com/companies/int-investment-management/statutory-disclosures.html>) for the latest monthly portfolio of the Scheme.

## c. Aggregate investments as on September 30, 2022

Directors of AMC: Nil  
Fund Manager(s): 1,67,200.65  
Key personnel: 1,69,432.50

## (ii) The portfolio turnover ratio : N.A.

## (iii) Illustration:

## Impact of expense ratio on the Scheme's returns:

Expense ratio, normally expressed as a percentage of Average Assets under Management, is calculated by dividing the permissible expenses under the Regulations by the average net assets.

To further illustrate the above, for the Scheme under reference, suppose an investor invested Rs. 10,000/- under the Growth Option, the impact of expenses charged will be as under:

Particulars	Regular Plan			Direct Plan		
	Amount (₹)	Units	NAV	NAV (₹)	Units	NAV (₹)
Invested in the NFO (A)	10,000	1000	10.0000	10,000	1000	10.0000
Value of above investment after 1 year from the date of allotment (post all applicable expenses) (B)	10,700	1000	10.7000	10,750	1000	10.7500
Expenses charged during the year (other than Distribution Expenses) (C)	50			50		
Distribution Expenses charged during the year (D)	50			0		
Value of above investment after 1 year from the date of allotment (after adding back all expenses charged) (E) [E= B+C+D]	10,800	1000	10.8000	10,800	1000	10.8000
Returns (%) (post all applicable expenses) (F) [F= (B-A)/A]	7.00%			7.50%		
Returns (%) (without considering any expenses) (G) [G= (E-A)/A]	8.00%			8.00%		

Kindly note the following:

- The purpose of the above illustration is to purely explain the impact of expense ratio charged to the Scheme and should not be construed as indicative returns of the Scheme.
- Calculations are based on assumed NAVs, and actual returns on your investment may be more or less.
- It is assumed that the expenses charged are evenly distributed throughout the year.
- The expenses of the Direct Plan under the Scheme will be lower to the extent of the above mentioned distribution expenses/ commission.
- Any tax impact has not been considered in the above example, in view of the individual nature of the tax implications. Each investor is advised to consult his or her own financial advisor.

	<p><b>(iv) Restrictions on redemption of Mutual Funds</b></p> <p>The following requirement shall be observed before imposing restriction on redemptions:</p> <p>Restriction may be imposed when there are circumstances leading to a systemic crisis or event that severely constricts market liquidity or the efficient functioning of markets such as:</p> <ul style="list-style-type: none"> <li>• Liquidity issues - when market at large becomes illiquid affecting almost all securities rather than any issuer specific security</li> <li>• Market failures, exchange closures - when markets are affected by unexpected events which impact the functioning of exchanges or the regular course of transactions. Such unexpected events could also be related to political, economic, military, monetary or other emergencies.</li> <li>• Operational issues – when exceptional circumstances are caused by force majeure, unpredictable operational problems and technical failures (e.g. a black out). Such cases can only be considered if they are reasonably unpredictable and occur in spite of appropriate diligence of third parties, adequate and effective disaster recovery procedures and systems.</li> </ul> <p>Restriction on redemption may be imposed for a specified period of time not exceeding 10 working days in any 90 days period. Any imposition of restriction would require specific approval of Board of AMC and Trustees.</p> <p>When restriction on redemption is imposed, the following procedure shall be applied:</p> <ul style="list-style-type: none"> <li>• No redemption requests upto INR 2 lakh shall be subject to such restriction.</li> <li>• Where redemption requests are above INR 2 lakh, AMC shall redeem the first INR 2 lakh without such restriction and remaining part over and above INR 2 lakh shall be subject to such restriction.</li> </ul> <p><b>(v) Provision of advisory services</b></p> <p>The AMC will offer non-binding, non-discretionary advisory services to pooled assets, as permitted under Regulation 24(b) of the SEBI (Mutual Funds) Regulations, 1996, as amended from time to time ("the Regulations").</p> <p>Further, while providing these services, the AMC shall ensure that:</p> <ol style="list-style-type: none"> <li>i. There is no conflict of interest with the activities of the Fund;</li> <li>ii. There exists a system to prohibit access to insider information as envisaged under the Regulations; and</li> <li>iii. Interest of the Unit holder(s) of the Scheme(s) of the Fund are protected at all times.</li> </ol> <p>The Securities and Exchange Board of India vide its letter date March 18, 2016 has communicated it's no objection to provide the aforesaid services.</p> <p><b>Portfolio Manager</b></p> <p>The AMC has renewed its registration obtained from SEBI vide Registration No. - INP000003682 dated April 01, 2019 to act as a Portfolio Manager under the SEBI (Portfolio Managers) Regulations, 1993. The said certificate of registration is valid unless it is suspended or cancelled by SEBI.</p>
<p><b>Creation of Segregated Portfolio</b></p>	<p>Segregated portfolio of debt and money market instruments may be created, in case of a credit event at issuer level i.e. downgrade in credit rating by a SEBI registered Credit Rating Agency (CRA), as under:</p> <ol style="list-style-type: none"> <li>a) Downgrade of a debt or money market instrument to 'below investment grade', or</li> <li>b) Subsequent downgrades of the said instruments from 'below investment grade', or</li> <li>c) Similar such downgrades of a loan rating</li> </ol> <p>In case of unrated debt or money market instruments, actual default of either the interest or principal amount by the issuer that does not have any outstanding rated debt or money market instruments shall be considered for segregation of portfolio.</p> <p>Creation of segregated portfolio is optional and is at the discretion of the AMC and shall be subject to guidelines specified by SEBI from time to time.</p> <p>For more information, Investors are advised to refer para" Creation of Segregated Portfolio" in SID.</p>

## Product Differentiation

The investment themes of the existing debt-oriented schemes of the Mutual Fund (along with the asset under management and number of folios) are as stated below:

Sr. No.	Name and type of the Scheme	Asset Allocation Pattern	Primary Investment Pattern/ Strategy	Differentiation	AUM as on September 30, 2022 (₹ in crores)	Number of Folios as on September 30, 2022
1.	L&T Triple Ace Bond Fund - An open ended debt scheme predominantly investing in AA+ and above rated corporate bonds	a) AA+ and above rated corporate debt instruments including TREP: 80%-100% of total assets. b) Other debt and Money market instruments 0-20 % of total assets	The scheme would invest predominantly in AA+ and above rated corporate bond instruments with an aim to generate returns matching the investment objective. The fund's portfolio would carry relatively low credit risk by virtue of its focus on investing predominantly in AA+ and above rated instruments.	The scheme would invest predominantly in AA+ and above rated corporate bond instruments, with a view to generate regular and stable income over medium to long term	6,778.00	15134
2.	L&T Liquid Fund - An open ended liquid scheme	a) Debt securities: 0-100% of total assets. b) Money market instruments (including cash/call money): 0%-100% of total assets.	The Fund Management team endeavors to meet the investment objective whilst maintaining a balance between safety, liquidity and the return aspect of various investments.	The Scheme is categorized as a liquid Scheme and the Scheme cannot buy debt or money market instruments with maturity greater than 91 days.	8,110.42	18887
3.	L&T Gilt Fund- An open ended debt scheme investing in government securities across maturity	a) Government Securities including Treasury Bills and TREP: 80%-100% of total assets. b) Money market instruments: 0-20% of total assets.	The Fund Management team endeavors to meet the investment objective whilst maintaining a balance between safety, liquidity and the profitability aspect of various investments. The Scheme shall be actively managed and the Fund Management team shall formulate active view of the interest rate movement by monitoring various parameters of the Indian economy, as well as developments in global markets.	The Scheme as per the asset allocation pattern has to invest a minimum of 80% in Government Securities and Treasury bills.	244.07	4607
4.	L&T Ultra Short Term Fund - An open ended ultra-short term debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 3 months to 6 months	a) Debt securities: 0-100% of total assets. b) Money market instruments (including cash/call money): 0 - 100% of total assets	In line with the investment objective, the investments would be made in fixed income securities including money market instruments with low to moderate risk. The Fund Management team would apply multiple, objective criteria for selection of securities in the portfolio. These criteria would include yield, credit rating, tenure, liquidity and value-added features of the instrument.	An open ended ultra-short term debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 3 months to 6 months	1,616.62	10328
5.	L&T Conservative Hybrid Fund - An open ended hybrid scheme investing predominantly in debt instruments	a) Debt, Money Markets and Government securities (including cash/ call money): 75%-90% of total assets. b) Equity and Equity Related instruments: 10-25% of total assets.	The Fund Manager shall formulate a view of the interest rate movement based on various parameters of the Indian economy, as well as developments in global markets. For Equity portion of the Portfolio, the Fund Manager shall follow a structured investment process. The Scheme endeavours by investing only in those companies that have been thoroughly researched in house.	An open-ended hybrid scheme investing predominantly in debt instruments. The scheme has marginal allocation towards equities upto 25% of the total assets. The Scheme carries risks associated with equities; as marginal portion is invested in equity and equity related instruments.	35.26	1925
6.	L&T Flexi Bond Fund - An open ended dynamic debt scheme investing across duration	a) Debt Instruments: 0-100% of total assets. b) Money Market instruments: 0-100% of total assets. c) Units issued by REITs and InvITS : 0-10% of total assets	The portfolio will be constructed and actively managed to generate returns to match the investment objective and to maintain adequate liquidity to accommodate funds movement. Capital appreciation opportunities could be explored by extending credit and duration exposure. The fund management team will take an active view of the interest rate movement supported by quantitative research, to include various parameters of the Indian economy, as well as developments in global markets.	The Scheme is an open-ended dynamic debt scheme investing across duration. The portfolio is constructed and actively managed to generate returns to match the investment objective and to maintain adequate liquidity to accommodate funds movement.	40.30	1378

Sr. No.	Name and type of the Scheme	Asset Allocation Pattern	Primary Investment Pattern/ Strategy	Differentiation	AUM as on September 30, 2022 (₹ in crores)	Number of Folios as on September 30, 2022
7.	L&T Overnight Fund - An open ended debt scheme investing in overnight securities	a) Overnight securities having maturity of 1 day: 0% to 100% of total assets.	The portfolio will be constructed and managed to generate returns to match the investment objective and to maintain adequate liquidity to accommodate funds movement. Since the investments of the scheme would be predominantly in overnight securities, the interest rate risk of the portfolio is likely to be extremely low which is in line with the investment objective and as a result a significant proportion of the total returns is likely to be in the form of income yield or accrual.	The Scheme is an open-ended debt scheme investing in overnight securities.  The scheme aims to generate reasonable returns with lower volatility and higher liquidity over short term, by investing in debt and money market instruments with overnight maturity.	2,356.96	4563
8.	L&T Banking and PSU Debt Fund - An open ended debt scheme predominantly investing in debt instruments of banks, public sector undertakings, public financial institutions and municipal bonds.	a) Debt and money market instruments/ securities issued by Banks, Public Sector Undertakings (PSUs) and Public Financial Institutions (PFIs) and Municipal Bonds including TREP: 80% to 100% of total assets.  b) Debt and money market instruments/ securities issued by other entities: 0% to 20% of total assets.	The portfolio will be constructed and actively managed to generate returns to match the investment objective and to maintain adequate liquidity to accommodate funds movement. The portfolio will primarily be invested in debt and money market instruments consisting predominantly of securities issued by entities such as Banks, Public Sector undertakings (PSUs), Public Financial Institutions (PFIs) and Municipal Bonds.  The Fund will typically invest in short to medium term securities and as a result significant proportion of the total returns is likely to be in the form of income yield or accrual. Selective capital appreciation opportunities could be explored by extending credit and duration exposure after a careful analysis by the fund manager and considering the risk reward situation prevailing in the fixed income market at that point of time.	The portfolio will primarily be invested in debt and money market instruments consisting predominantly of securities issued by entities such as Banks, Public Sector undertakings, Public Financial Institutions (PFIs) and Municipal Bonds.	4,526.48	4367
9.	L&T Credit Risk Fund An open ended debt scheme predominantly investing in AA and below rated corporate bonds	a) Debt instruments: 0-100% of total assets.  b) Money market instruments: 0-100% of total assets.  c) Units issued by REITs and InvITs : 0-10% of total assets (Fund will invest predominantly in AA and below rated corporate bonds).	The percentage of investment in various fixed income securities will be decided after considering the economic environment, the performance of the corporate sector and general liquidity, prevailing political conditions and other considerations in the economy and markets.	An open ended debt scheme predominantly investing in AA and below rated corporate bonds. The scheme may also invest in various debt securities, government securities and money market instruments, REITs and InvITs	160.29	2127
10.	L&T Low Duration Fund - An open ended low duration debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 6 months to 12 months	a) Debt Instruments: 0-100% of total assets.  b) Money market instruments : 0 - 100% of total assets.  c) Units issued by REITs and InvITs : 0-10% of total assets  d) The Macaulay duration of the portfolio will be maintained between 6 to 12 months.	The portfolio will be constructed and actively managed to generate returns to match the investment objective and to maintain adequate liquidity to accommodate funds movement.  The fund management team will take an active view of the interest rate movement supported by quantitative research, to include various parameters of the Indian economy, as well as developments in global markets. Investment views/ decisions will be a combination of credit analysis of individual exposures and analysis of macro-economic factors to estimate the direction of interest rates and level of liquidity.	An open ended low duration debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 6 months to 12 months	664.77	7142

Sr. No.	Name and type of the Scheme	Asset Allocation Pattern	Primary Investment Pattern/ Strategy	Differentiation	AUM as on September 30, 2022 (₹ in crores)	Number of Folios as on September 30, 2022
11.	L&T Short Term Bond Fund - An open ended short term debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 1 year to 3 years	a) Debt instruments: 0%-100% of total assets. d) Money market instruments: 0-100% of total assets.	The Scheme shall follow an active duration management strategy. The Macaulay duration of the Portfolio of the Scheme will be between 1 to 3 years. The fund manager shall manage the fund based on the outlook on interest rates and liquidity etc. Efficient portfolio construction shall be used to manage interest rate risk and credit risk across different asset class and duration buckets, and optimize risk-adjusted returns.	The scheme seeks to generate returns with moderate level of risk by investing primarily in Debt Securities and money market instruments. The Macaulay duration of the scheme will be between 1 to 3 years	3,514.03	12713
12.	L&T Resurgent India Bond Fund An open ended medium term debt scheme investing in instruments such that the Macaulay duration of the portfolio is between 3 years to 4 years	a) Debt instruments: 0-100% of total assets. b) Money market instruments: 0-100% of total assets. c) Units issued by REITs and InvITs: 0-10% of total assets	The Scheme would primarily focus on investing in debt securities of fundamentally strong companies in growth sectors which are closely associated with the resurgence of domestic economy, with a flexibility to follow more conservative investment approach during economic downturns.	To seek to generate income by investing primarily in debt and money market securities of fundamentally strong corporates/companies in growth sectors which are closely associated with the resurgence of domestic economy, with a flexibility to follow more conservative investment approach during economic downturns.  There is no assurance that the objective of the Scheme will be realised and the Scheme does not assure or guarantee any returns.	686.51	3709

**For more details on asset allocation pattern and investment strategy, investors are requested to refer to the Scheme Information Document of the respective schemes.**

Ready Reckoner For Schemes				
Scheme	Available Options	Available Dividend Mode	Available Dividend Frequency	Minimum Investment Amount (₹)
L&T Flexicap Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Tax Advantage Fund	<u>Growth</u> & IDCW	Pay Out	N/A	500
L&T Large and Midcap Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T India Large Cap Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Hybrid Equity Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Annual	5,000
L&T Balanced Advantage Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Midcap Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Infrastructure Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Focused Equity Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Arbitrage Opportunities Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	<u>Monthly</u> & Quarterly	5,000
L&T Business Cycles Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Equity Savings Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	<u>Monthly</u> & Quarterly	5,000
L&T Emerging Businesses Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T India Value Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5,000
L&T Flexi Bond Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Annual	10,000
L&T Overnight Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Daily, Weekly & <u>Monthly</u>	10,000 for all options except Daily IDCW Reinvestment. For Daily IDCW Reinvestment - 1,00,000
L&T Banking and PSU Debt Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Daily, Weekly & <u>Monthly</u>	10,000
L&T Low Duration Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Annual	10,000
L&T Triple Ace Bond Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	<u>Quarterly</u> ,Semi Annual & Annual	10,000
L&T Gilt Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Quarterly	10,000
L&T Conservative Hybrid Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	<u>Monthly</u> & Quarterly	10,000
L&T Liquid Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Daily & <u>Weekly</u>	10,000 for all options except Daily IDCW Reinvestment. For Daily IDCW Reinvestment - 1,00,000
L&T Ultra Short Term Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Daily,Weekly, <u>Monthly</u> & Semi Annual	10,000 for all options except Daily IDCW Reinvestment. For Daily IDCW Reinvestment - 1,00,000
L&T Money Market Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Daily, Weekly, <u>Monthly</u>	10,000
L&T Credit Risk Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Annual	10,000
L&T Short Term Bond Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	<u>Monthly</u> , Quarterly & Annual	10,000
L&T Resurgent India Bond Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	Annual	5,000
L&T Nifty 50 Index Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5000
L&T Nifty Next 50 Index Fund	<u>Growth</u> & IDCW	Pay Out & <u>Reinvestment</u>	N/A	5000

If the Option, Dividend Mode or Dividend frequency is not indicated, the underlined Option, Dividend Mode and dividend frequency will be taken as default and processed accordingly.

IDCW - Income Distribution cum Capital Withdrawal





**4. Address (Address as per KRA records will overwrite this address if you are KYC compliant)**

Complete Correspondence Address \_\_\_\_\_

Pin \_\_\_\_\_

Overseas Address (Mandatory for NRIs/PIOs) \_\_\_\_\_

City/Town \_\_\_\_\_

Pin \_\_\_\_\_

State \_\_\_\_\_

Country \_\_\_\_\_

Tel (R) (ISD) (STD) \_\_\_\_\_

Tel (O) (ISD) (STD) \_\_\_\_\_

Fax (ISD) (STD) \_\_\_\_\_

**5. Tax status of Sole/First Applicant (Please ✓)**

- |   |   |  |   |
|---|---|--|---|
| <input type="radio"/> Resident Indian Individual<br><input type="radio"/> Non Resident Indian Individual (NRI) – Repatriable<br><input type="radio"/> Non Resident Indian Individual (NRI) – Non Repatriable<br><input type="radio"/> Minor (Resident Indian)<br><input type="radio"/> Minor (NRI - Repatriable)<br><input type="radio"/> Minor (NRI – Non Repatriable)<br><input type="radio"/> Hindu Undivided Family (HUF) – Indian<br><input type="radio"/> Hindu Undivided Family (HUF) – NRI - Repatriable<br><input type="radio"/> Hindu Undivided Family (HUF) – NRI – Non-Repatriable<br><input type="radio"/> Person of Indian Origin (PIO) | <input type="radio"/> Sole Proprietorship<br><input type="radio"/> Partnership Firm<br><input type="radio"/> Public Ltd. Co.<br><input type="radio"/> Private Ltd. Co.<br><input type="radio"/> Body Corporate<br><input type="radio"/> Unlisted Company<br><input type="radio"/> Government Body<br><input type="radio"/> NPS Trust<br><input type="radio"/> Provident Fund / EPF / PF Trust<br><input type="radio"/> Mutual Fund<br><input type="radio"/> Trust | <input type="radio"/> Limited Liability Partnership (LLP)<br><input type="radio"/> Financial Institutions<br><input type="radio"/> Foreign Portfolio Investor (FPI)<br><input type="radio"/> Foreign Institutional Investor (FII)<br><input type="radio"/> FPI - Category I<br><input type="radio"/> FPI - Category II<br><input type="radio"/> FPI - Category III<br><input type="radio"/> Insurance Company<br><input type="radio"/> Defence Establishment<br><input type="radio"/> Society<br><input type="radio"/> Superannuation Fund | <input type="radio"/> Gratuity Fund<br><input type="radio"/> Overseas Corporate Body<br><input type="radio"/> Non Govt. Organization (NGO)<br><input type="radio"/> Association of Persons(AOP)/Body of Individuals(BOI)<br><input type="radio"/> Bank<br><input type="radio"/> Pension and Retirement Fund<br><input type="radio"/> Global Development Network<br><input type="radio"/> Others _____<br>Are you a Non Profit Organization (NPO) <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|--|---|

**6. BANK ACCOUNT INFORMATION (Mandatory for receiving Redemption/IDCW payments)**

Account Number \_\_\_\_\_ Account Type:  Savings  Current  NRE  NRO  
 Please ✓ any one  FCNR  Others \_\_\_\_\_

Bank Name \_\_\_\_\_ Branch \_\_\_\_\_

City \_\_\_\_\_ IFSC \_\_\_\_\_ MICR \_\_\_\_\_

If you are not making the investment from the above mentioned bank account, please attach an original cancelled cheque leaf of the above account with the name of the first holder printed. Mandatory to attach proof of the Minor bank account in case of Minor Investments.

**7. MODE OF HOLDING**

Please ✓  Sole/1st Holder only  Any one or Survivor\*  Joint

(If the mode of operation is not specified, for folios opened with more than one applicant, the mode of operation would be taken as “Any one or Survivor”)

**8. NOMINATION DETAILS (Please note that where the sole/1st applicant is a minor, no nomination is allowed)**

Nomination Section to be signed by all the Unitholder irrespective of the mode of holding

A)  I / We wish to Nominate

I/We do hereby nominate the person(s) named below to receive the units allotted to my/our credit in my/our folio in the event of my/our death. I/We also understand that all payments and settlements made to Nominee(s), and signature(s) of the Nominee(s) acknowledging receipt thereof, will be noted as the valid discharge by the AMC/Mutual Fund/Trustee. The latest nomination details submitted by the investor will be considered by the AMC, thus overwriting all earlier nomination details or opt out status submitted to the AMC.

Particulars	1st Nominee	2nd Nominee	3rd Nominee
Name			
Relationship with Sole / First Unitholder			
Allocation %			
PAN	_____	_____	_____
Date of Birth (in case nominee is a minor)	[D][D][M][M][Y][Y][Y][Y]	[D][D][M][M][Y][Y][Y][Y]	[D][D][M][M][Y][Y][Y][Y]
Guardian Name (in case nominee is a minor)			
Relationship with Minor	<input type="radio"/> Father <input type="radio"/> Mother <input type="radio"/> Court appointed guardian	<input type="radio"/> Father <input type="radio"/> Mother <input type="radio"/> Court appointed guardian	<input type="radio"/> Father <input type="radio"/> Mother <input type="radio"/> Court appointed guardian
Complete Address			
Pincode			
Signature of Guardian (if nominee is minor)			
Signature of Nominee			

B)  I / We do not wish to Nominate (Nomination OPT-OUT): 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 non appointment 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.

\_\_\_\_\_ Sole/First Applicant/Guardian

\_\_\_\_\_ Second Applicant

\_\_\_\_\_ Third Applicant

This is only acknowledgment of receipt of application and will be processed as per the contents filled in the application, subject to realisation of cheque and furnishing of mandatory information/ documents.

**Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021. Please retain this slip till you receive your account statement.**

call 1800 4190 200 or 1800 2000 400

email investor.line@Intmf.co.in

www.lfcs.com

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday





## GENERAL INSTRUCTIONS FOR COMMON APPLICATION FORM

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black or dark ink. All information sought in the form is mandatory except where it is specifically indicated as optional. All instructions & notes are subject to SEBI & AMFI guidelines as amended from time to time. Please note in case of any error while filling the form all applicants must sign against the corrections.

1. **Existing Unit Holders:** If you hold a folio with us, please furnish the Folio Number, Name and PAN of Sole/First Applicant in Section 1 of the Form. Your investment would be processed in the specified folio.  
Your personal information and bank account details would apply to this investment as well.
2. **New Applicants:** New Applicants need to provide their personal information in Section 2 of the Form.  
If there are more than one applicants and the mode of operation of the account is not indicated, the same would be treated as "Any one or Survivor".  
**In case of Non-Individual Applicants :**
  - a. SEBI has mandated identification of Ultimate Beneficial Owners for non-individual investors other than listed companies (and majority owned subsidiary of such companies).  
If the applicant investing is not the ultimate beneficiary owner, please also fill up the Declaration For 'Ultimate Beneficiary Ownership' form to furnish details of such person(s).
  - b. The Foreign Account Tax Compliance Act (FATCA) of the USA, stipulates identification of US account holders and reporting of details related to US Account Holders to the Inland Revenue Service (IRS) in the U.S. India has agreed to sign the Inter-Governmental Agreement with USA which inter alia includes reporting of holdings and transactions in specified US Accounts. Accordingly, certain additional information are being sought from investors. Non-Individual investors also need to indicate if they qualify under any of the heads of classification stipulated under FATCA.
3. **Investments by Minor Applicants:** If the Sole/First applicant is a minor i.e. below 18 years of age:
  - a. Payment for investment by means of Cheque, Demand Draft or any other mode shall only be accepted from the bank account of the minor or from a joint account where the minor is one of the holders with the guardian.
  - b. details of Guardian for the minor applicant needs to be provided
  - c. the relationship of the Guardian with the Applicant needs to be indicated in the form
  - d. proof of date of birth of the applicant and the relationship of the guardian with the applicant needs to be provided
  - e. the Guardian's PAN needs to be provided
  - f. the Guardian needs to comply with applicable KYC requirements.  
Please further note that joint applicants are not permitted where the Sole / First applicant is minor. Please also note that a minor cannot be a joint applicant in a folio.
4. **Investments by Attorneys:** Where the investment is being made by a Constituted Attorney on behalf of the applicant,
  - a. the name and PAN of the POA Holder needs to be provided in the form
  - b. a notarized copy of the Power of Attorney duly signed by the Applicant & the Constituted Attorney needs to be attached with the application. Alternatively, the original POA can be submitted which will be returned after verification.
  - c. nomination on behalf of an applicant signed by an attorney would not be registered.
  - d. The Fund House reserves the right to hold redemption proceeds in case the requisite documents are not submitted.
5. **Micro Investments:** As per AMFI notification and guidelines issued on July 4, 2009, SIPs or lumpsum purchases by eligible investors in a rolling 12 month period or in a financial year not exceeding Rs. 50,000 shall be exempt from the requirement of PAN. From January 1, 2012, KYC is mandatory for all holders of Micro investments.
  - a. The exemption of PAN requirement is only available to individuals.
  - b. In case of investments held jointly, the first holder must not possess a PAN.
  - c. Eligible investors may invest through SIP or lumpsum purchase without providing PAN subject to the threshold amount as mentioned above.
  - d. Eligible investors should attach a copy of KYC acknowledgment letter quoting PAN exempt KYC Reference No. (PEKRN) along with the application form.
6. **KYC (Know Your Customer):**
  - a. KYC is mandatory for investment in mutual funds and all applicants need to comply with this requirement.
  - b. With effect from 1st February 2017, any individual customer who is new to KRA system and whose KYC is not registered or verified in the KRA system, needs to fill in new KYC form viz., "CKYC Form" to comply with the KYC requirements. For more information on KYC requirements, please visit our web site (www.Intmf.com) or speak to your investment adviser.  
For non-Individual applicants, KYC Compliance requires identification of the customer by seeking relevant information on incorporation, commencement of business, tax status, nature of entity, nature of business, address and certain details of Promoters/Partners/Trustees/Whole Time Directors/Kartas of HUF. SEBI has appointed KYC Registration Agencies ( KRA) to facilitate a single KYC across all SEBI registered intermediaries. For more information on KYC requirements, please visit our web site or speak to your investment adviser.
7. **Address & Contact Information:**
  - a. Please furnish your full address with postal code in the Application Form. PO Box Number is not sufficient
  - b. Please note that your address on our records would be automatically updated with your address appearing in the records of the KRA. If your address in the application form is different from what appears in the records of the KRA, please ensure that your latest address is updated in the records of the KRA.
  - c. Please provide the **Mobile Number** and **E-Mail Address** of the Sole / First Applicant in case of Individual Applicant and Key Contact Person in case of Non-Individual Applicants in the form. This would help us seamlessly communicate with you on your investments.
  - d. Please tick the appropriate boxes of the family code (mentioned below the Mobile Number and E-Mail Address) to ascertain the Actual / End user of the given Mobile Number and E-Mail Address.
8. **Permanent Account Number (PAN):** Furnishing of PAN is mandatory for all applicants except where specific dispensation is provided under law.
9. **Demat Account:** If you wish to hold your investments in the Dematerialised mode, please provide the name and DP ID of your Depository Participant and your Beneficiary Account Number. Please also attach a copy of the Client Master that you may have received from your Depository Participant.  
**Please ensure that the sequence of names in the application form matches the sequence in which the Demat account is held. If the sequence of names does not match with the Demat account details provided therein, the Units will not be transferred to the Demat Account and the Units will be held in the physical mode.**  
**Please note that this is an additional facility offered to unit holders who wish to hold units in the dematerialised mode. This is not a mandatory requirement and unit holders can continue holding units physically with the mutual fund. If you do not wish to hold your mutual fund units in the dematerialised form, please strike off this section.**  
If the demat account details in the application form are incomplete/incorrect or does not match with the records of the Depository, units would be allotted and held physically in the Fund's books and an Account Statement confirming the unit allotment would be sent to you..
10. **Bank Account:**
  - a. Please furnish your complete Bank Account details to be registered against your folio for redemption / IDCW payments.
  - b. If your investment cheque is not being issued from the Bank Account indicated in the Section titled " Bank Account Information" please attach an **original cancelled cheque leaf** of this account for verification. If the cheque leaf does not have your name pre-printed, please additionally provide an extract of your bank statement or passbook duly attested evidencing the correctness of your bank details or a letter from your bank confirming your bank details.
  - c. **Electronic Payments:** We offer electronic payment of redemptions and IDCWs. To avail this facility please furnish :
    - **IFSC** - This is a 11 character code. If you don't see this printed on your cheque leaf, please ask your Bank for the same ;
    - **MICR Code** – This is a 9 digit number appearing next to your cheque number ;
    - **CBS Bank Account Number** – Most banks have now implemented core-banking solutions leading to a change in Account Number of customers. Please provide your latest core banking Account Number.
  - d. We offer the facility to register multiple bank accounts against your investments. If you wish to avail this facility, please ask for a Multiple Bank Details Registration Form.
  - e. If your units are held in the Dematerialised Form, please note that your Bank Account Details appearing in the Depository's records would be considered for redemption / IDCW payments.
11. **Nomination:** You can appoint upto a maximum of 3 nominees for your investments. Please note the following with respect to nomination.
  - a. The nomination can be made only by individuals / sole proprietorship firm applying for/holding units on their own behalf singly or jointly.



Non-individuals including society, trust, body corporate, partnership firm, karta of Hindu undivided family, holder of Power of Attorney cannot nominate. If the units are held jointly, all joint holders will sign the nomination form.

- b. A minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the unitholder. 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.
- c. 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. A Non-Resident Indian can be a Nominee subject to the exchange controls in force, from time to time.
- d. ***In view of the SEBI circular dated July 29, 2022, in the event of non-submission of nomination details/opt out status, with effect from April 1, 2023, the folio will be liable to be frozen for debits.***

For more details on Nomination, please refer the Statement of Additional Information (SAI).

## 12. Investment & Payment Details:

- a. Please mention the name of the Scheme where you plan to make your investment and your preferred option. If you do not indicate your preferred option, your application would be processed based on the terms & conditions set out in the Scheme Information Document.
- b. If there is a difference in the scheme name between application form and investment cheque issued, scheme on the application form will be considered for processing.
- c. If you are not investing through a Distributor, please suffix "Direct Plan" after the scheme name.
- d. Your investment cheque should be crossed "Account Payee only" and drawn favouring the scheme name where the investment is in a specific scheme.
- e. Please ensure that the investment cheque issued by you complies with CTS 2010 requirements stipulated by the Reserve Bank of India. The words "CTS 2010" should appear on the face of the cheque.
- f. Payments made by Cash/Money Order/Postal Order, Non-MICR cheques Outstation cheques are not accepted. Post dated cheques will not be accepted except for investment made under Systematic investment Plan.

- g. Third Party Payments for investments are not accepted except in the below cases :

- Payment by employer on behalf of employees under SIP or lump sum subscription through Pay Roll deductions or deductions out of expense re imbursements.
- Custodian on behalf of an FII or Client made by Custodian.
- Payment by an AMC to its empanelled distributor on account of commission/incentive etc. in the form of Mutual Fund units through SIP or lump sum/one time subscription.
- Payment by a Corporate to its Agent/Dealer/Distributor on account of commission or incentive payable for sale of its goods/services in the form of Mutual Fund units through SIP or lump sum/one time subscription.

- h. ***Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.***

13. **Signatures:** All signatures should be in English or any other Indian Language. Thumb impressions should be from the left hand in case of males and right hand in case of females. All such thumb impressions need to be attested by a Magistrate, Notary Public or Special Executive Magistrate under his/her official seal.

**Investors are requested to sign both under the nomination section (8) and also on the declaration portion (14).**

14. **Employees Unique Identification Number (EUIN):** If you are making this investment based on an investment advise received from your distributor, please quote the Employees Unique Identification Number (EUIN) of your relationship manager in the Application Form.

If your distributor has, however, not given you any advice pertaining to the investment or your investment decision is not withstanding the advice provided by your distributor regarding inappropriateness of the scheme vis-à-vis your investment needs, the EUIN box may be left blank. In this case, please sign in the space provided in the respective section to confirm your acceptance to the declaration stated therein.

## List of documents to be submitted along with the application form:

Serial	Documents	Individuals	NRIs	Investments through Constituted Attorney	Companies	Trusts	Societies	Partnership Firms
1	Signed A/c Payee cheque/draft favouring the scheme	✓	✓	✓	✓	✓	✓	✓
2	KYC acknowledgment	✓	✓	✓	✓	✓	✓	✓
3	Copy of cancelled cheque ( Required where pay out bank details are different from the instrument bank)	✓	✓	✓	✓	✓	✓	✓
4	Proof of Date of Birth (For Minor investments)	✓	✓					
5	Third Party declaration where applicable	✓	✓					
6	FIRC where payment is made through a DD from NRE/FCNR A/c where applicable		✓					
7	Client Master List (Required for crediting units in Demat Account)	✓	✓	✓	✓	✓	✓	✓
8	Notarised Power of Attorney			✓				
9	Resolution/Authorisation to invest				✓	✓	✓	✓
10	List of authorized Signatories with Specimen Signatures				✓	✓	✓	✓
11	MOA & AOA( Not required if the KYC status is VERIFIED)				✓			
12	Trust Deed					✓		
13	Bye Laws						✓	
14	Partnership Deed							✓
15	FATCA Declaration	✓	✓	✓	✓	✓	✓	✓

**All documents numbered 8-14 should be originals or true copies certified by the Director/Trustee/Company Secretary/Authorised Signatory/Notary Public/ Partner as applicable.**

**Note:** For product labelling please refer to the cover page.

call 1800 4190 200 or 1800 2000 400

email investor.line@Intmf.co.in

www.Intmf.com

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL09945





## GENERAL INSTRUCTIONS

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black or dark ink. All information sought in the form is mandatory except where it is specifically indicated as optional. All instructions & notes are subject to SEBI & AMFI guidelines as amended from time to time. Please note in case of any error while filling the form all applicants must sign against the corrections.

1. **Applicant Information:** Please furnish the Folio Number, Name and PAN of Sole/First Applicant Section 1 of the Form. Your investment would be processed in the specified folio.  
Your personal information and bank account details would apply to this investment as well.  
Please provide the Mobile Number and E-Mail Address of the Sole / First Applicant in the form in case of Individuals and Key Contact in case of Non Individuals. This would help us seamlessly communicate with you on your investments.  
KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.  
\* 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).  
**Permanent Account Number (PAN):** Furnishing of PAN is mandatory for all applicants except where specific dispensation is provided under law.
2. **SIP & Investment Details:**
  - a. New Investors who wish to enroll for SIP investment are required to fill (i) OTM Mandate Form (ii) SIP Registration Form and (iii) the respective Scheme Application form (included in the Key Information Memorandum). New Investors can apply for SIP into respective Scheme / Plans / Option without any existing investment /folio. Please mention the name of the Scheme where you plan to make your investment and your preferred option. If you do not indicate your preferred option, your application would be processed based on the terms & conditions set out in the Scheme Information Document. If you are not investing through a Distributor, please suffix "Direct Plan" after the scheme name.
  - b. Where a One Time Mandate is already registered in a folio for a bank account, the Unit Holder(s) is not required to fill the OTM debit mandate again. However, please mention the UMRM, debit bank name & account number.
  - c. Where the OTM mandate is getting submitted for the first time, please fill the OTM debit mandate form for NACH/ ECS/ Auto debit mandatorily. Enclose cancelled cheque leaf of the bank where OTM is getting registered if the initial purchase cheque is not from the same bank account.
  - d. Micro SIP: As per AMFI notification and guidelines issued on July 4, 2009, SIPs or Lumpsum purchases by eligible investors in a rolling 12 month period not exceeding Rs. 50,000 shall be exempt from the requirement of PAN. From January 1, 2012, KYC is mandatory for all holders of Micro investments.
    - The exemption of PAN requirement is only available to individuals.
    - Eligible investors may invest through SIP or lumpsum purchase without providing PAN subject to the threshold amount as mentioned above.
    - Eligible investors should attach a copy of KYC acknowledgment letter quoting PAN exempt KYC Reference No. (PEKRN) along with the application form.
  - e. Third Party Payments: Third Party Payments for investments are not accepted except in the below cases
    - Payment by employer on behalf of employees under SIP or lump sum subscription through Pay Roll deductions or deductions out of expense re imbursements.
    - Custodian on behalf of an FPI or Client made by Custodian.
    - Payment by an AMC to its empanelled distributor on account of commission/ incentive etc. in the form of Mutual Fund units through SIP or lump sum/one time subscription.
    - Payment by a Corporate to its Agent/Dealer/Distributor on account of commission or incentive payable for sale of its goods/services in the form of Mutual Fund units through SIP or lump sum/one time subscription.

In the above cases, necessary declaration / banker's certificate needs to be provided confirming the source of funds for the investment. Please refer the SAI for more details.

  - f. SIP Top-Up Facility: Investors can opt for SIP Top Up facility wherein the amount of SIP can be increased at fixed intervals.
    - The minimum amount of increase under SIP Fixed Amount Top-Up facility should be Rs. 500/- and in multiples of Rs.500/- thereof.
    - SIP Top-Up frequency in case of investors availing Monthly SIP facility will be half yearly and yearly and for availing Quarterly SIP facility, the frequency will be yearly. In case the SIP Top-Up frequency is not indicated under Monthly SIP, it will be considered as yearly.
  - g. Your investment cheque should be crossed "Account Payee only" and drawn favoring the scheme name where the investment is in a specific scheme
  - h. Please ensure that the investment cheque issued by you complies with CTS 2010 requirement stipulated by the Reserve Bank of India. The words "CTS 2010" should appear on the face of the cheque.
  - i. Payments made by Cash/Money Order/Postal Order, Non- MICR cheque, outstation cheques are not accepted.
  - j. For detailed terms and conditions on SIP, SIP Top-up, OTM facility, please visit our website [www.lfms.com](http://www.lfms.com) and also refer to scheme related documents.
  - k. **Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**
3. **Declarations & Signatures:**  
Unit holders need to sign here in accordance to the Mode of Holding provided to us and as per the mode of holding in the bank account in the same sequence and manner in the relevant boxes provided in the form.
4. **Debit Mandate:**
  - a. Please fill all the required details in the OTM Debit Mandate Form for NACH/ ECS/Auto Debit. The sole/first holder must be one of the holders in the bank account.
  - b. The UMRN, the Sponsor Bank Code and the Utility Code are meant for office use only and need not be filled by the investors.
  - c. The 9 digit MICR code and the 11 digit IFSC are mandatory requirements without which your SIP applications will be rejected. You should find these codes on your cheque leaf.

CHECK LIST FOR SIP INVESTMENT FORM	
Application No./Folio No. quoted on the Form	<input type="radio"/>
Name of the Sole/First Holder furnished in the Form	<input type="radio"/>
SIP details listed below are furnished <input type="radio"/> SIP installment amount <input type="radio"/> No. of SIP installments <input type="radio"/> SIP date <input type="radio"/> SIP frequency <input type="radio"/> SIP period <input type="radio"/> SIP Scheme	<input type="radio"/>
Complete Bank details are furnished in the form <input type="radio"/> Name of the Sole/1 <sup>st</sup> Holder of the Bank Account <input type="radio"/> Bank A/c No <input type="radio"/> MICR <input type="radio"/> IFSC	<input type="radio"/>
All holders have signed in accordance with the Mode of Holding as provided to us at the relevant place	<input type="radio"/>
All Bank Account Holders have signed in the same manner and sequence as their Bank Account in the relevant place	<input type="radio"/>

call 1800 4190 200 or 1800 2000 400

email [investor.line@lntmf.co.in](mailto:investor.line@lntmf.co.in)

[www.lfms.com](http://www.lfms.com)

**Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL08022

# Nomination Form (For Nominee Registration)

Please refer to the General Instructions for assistance.

## PERSONAL DETAILS

Name of Sole/1st Unit Holder  First Name  Middle Name  Last Name  Folio No.   
 PAN/PEKRN\*\*  First Unit Holder  Second Unit Holder  Third Unit Holder   
 Date of Birth\* (1st Unit Holder)  Date of Birth\* (2nd Unit Holder)  Date of Birth\* (3rd Unit Holder)   
 Mobile No. +91-  E-mail ID

**KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year. Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).**

## REGISTRATION OF NOMINATION

I/We do hereby nominate the person(s) named below to receive the units allotted to my/our credit in my/our folio in the event of my/our death. I/We also understand that all payments and settlements made to Nominee(s), and signature(s) of the Nominee(s) acknowledging receipt thereof, will be noted as be a valid discharge by the AMC/Mutual Fund/Trustee. The latest nomination details submitted by the investor will be considered by the AMC, thus overwriting all earlier nomination details or opt out status submitted to the AMC.

Name and Address of 1<sup>st</sup> Nominee

Name   
 Relationship with Sole / First Unit Holder   
 Allocation %   
 PAN   
 Complete Address   
 Country  Pin Code   
 Date of Birth  (in case Nominee is a minor)  
 Signature of Nominee

Guardian detail to be furnished in case Nominee is a minor (Strike out if not applicable)

Name   
 Relationship with Minor  Father  Mother  Court appointed guardian  
 PAN   
 Complete Address   
 Country  Pin Code   
 Signature of Guardian

Name and Address of 2<sup>nd</sup> Nominee

Name   
 Relationship with Sole / First Unit Holder   
 Allocation %   
 PAN   
 Complete Address   
 Country  Pin Code   
 Date of Birth  (in case Nominee is a minor)  
 Signature of Nominee

Guardian detail to be furnished in case Nominee is a minor (Strike out if not applicable)

Name   
 Relationship with Minor  Father  Mother  Court appointed guardian  
 PAN   
 Complete Address   
 Country  Pin Code   
 Signature of Guardian

Name and Address of 3<sup>rd</sup> Nominee

Name   
 Relationship with Sole / First Unit Holder   
 Allocation %   
 PAN   
 Complete Address   
 Country  Pin Code   
 Date of Birth  (in case Nominee is a minor)  
 Signature of Nominee

Guardian detail to be furnished in case Nominee is a minor (Strike out if not applicable)

Name   
 Relationship with Minor  Father  Mother  Court appointed guardian  
 PAN   
 Complete Address   
 Country  Pin Code   
 Signature of Guardian

## YOUR SIGNATURES (To be signed by all Unitholders even if the Mode of Holding is Anyone or Survivor)

(Sole/First Unit Holder)

(Second Unit Holder)

(Third Unit Holder)

## ACKNOWLEDGEMENT SLIP (To be filled in by the Applicant)

Received from  Folio no/ Application no:   
 Mobile No:  PAN:   
 Request submitted

## GENERAL INSTRUCTIONS

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black ink. All information sought in the form is mandatory except where it is specifically indicated as optional. All instructions & notes are subject to SEBI & AMFI guidelines as amended from time to time.

- a) You can appoint upto a maximum of 3 nominees for your investments.
- b) ***In view of the SEBI circular dated July 29, 2022, in the event of non-submission of nomination details/opt out status, with effect from April 1, 2023, the folio will be liable to be frozen for debits***
- c) The nomination can be made only by individuals / sole proprietorship firm applying for/holding units on their own behalf singly or jointly. Non-individuals including society, trust, body corporate, partnership firm, karta of Hindu undivided family, holder of Power of Attorney cannot nominate. Even if the Mode of Holding is "Anyone or Survivor, all joint holders should sign the nomination form.
- d) A minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the unitholder. 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.
- e) 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. A non-resident Indian can be a Nominee subject to the exchange controls in force, from time to time.
- f) Nomination will not be allowed in a folio held by a minor.
- g) In the event of the unit holders not indicating the percentage of allocation/share for each of the nominees, the AMC, by invoking the default option will settle the claim equally amongst all the nominees.
- h) Nominee details will be recorded at a folio level and will apply for all investments in that folio.

For more details on Nomination, please refer the Statement of Additional Information.

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call 1800 4190 200 or 1800 2000 400

email [investor.line@Intmf.co.in](mailto:investor.line@Intmf.co.in)

[www.Intmf.com](http://www.Intmf.com)

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.** CL09947

# Declaration form for opting out of nomination

Date

To,

**L&T Mutual Fund**

6th Floor, Brindavan, Plot No. 177, CST Road,  
Kalina, Santacruz East, Mumbai 400 098

Folio Number / Application Number	
Sole / First Holder Name	
Second Holder Name	
Third Holder Name	

I / We do 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 non-appointment of nominee(s) and further are aware that in case of death of all the account holders, my / our legal heirs would need to submit all the requisite documents issued by court or such other competent authority, based on the value of the assets held in the mutual fund folio.

### NAME AND SIGNATURE OF UNITHOLDER(S)

First Unitholders Signature	Second Unitholders Signature	Third Unitholders Signature
Name of First Unitholder	Name of Second Unitholder	Name of Third Unitholder

This Form should be signed by all the unitholder irrespective of mode of holding under the folio / application and can not be signed by the power of attorney holder.

The latest nomination details submitted by the investor will be considered by the AMC, thus overwriting all earlier nomination details or opt out status submitted to the AMC.

**In view of the SEBI circular dated July 29, 2022, in the event of non-submission of nomination details/opt out status, with effect from April 1, 2023, the folio will be liable to be frozen for debits.**

call 1800 4190 200 or 1800 2000 400

whatsapp @ 9326929294

email investor.line@Intmf.co.in

www.Intmf.com

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**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

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**FATCA – CRS DECLARATION & SUPPLEMENTARY INFORMATION**  
**(For Individual Investors including Sole Proprietor & POA Holder)**

Please refer to the Instructions for assistance and complete all sections in English. For legibility, please use BLOCK letters in black or dark ink.  
 Please seek appropriate advice from a tax professional on FATCA related information applicable to you.

**APPLICANT(S) INFORMATION**

Folio No./Application No.

Name of Sole/1st Unit Holder  First Name  Middle Name  Last Name

Name of 2nd Applicant  First Name  Middle Name  Last Name

Name of 3rd Applicant  First Name  Middle Name  Last Name

PAN/PEKRN\*\*  First Unit Holder  Second Unit Holder  Third Unit Holder

KIN^  First Unit Holder  Second Unit Holder  Third Unit Holder

Date of Birth^ (1st Unit Holder)  Date of Birth^ (2nd Unit Holder)  Date of Birth^ (3rd Unit Holder)

**\*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.**  
**^ A 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).**

Mobile No. +91-  E-mail ID

**FATCA & CRS DETAILS**

Category	Sole/First Applicant/Guardian	Second Applicant	Third Applicant
Gender			
Father's Name			
Type of address given at the KRA	<input type="radio"/> Residential or Business <input type="radio"/> Residential <input type="radio"/> Business <input type="radio"/> Registered Office	<input type="radio"/> Residential or Business <input type="radio"/> Residential <input type="radio"/> Business <input type="radio"/> Registered Office	<input type="radio"/> Residential or Business <input type="radio"/> Residential <input type="radio"/> Business <input type="radio"/> Registered Office
Permissible documents are	<input type="radio"/> Passport <input type="radio"/> Election ID Card <input type="radio"/> PAN Card <input type="radio"/> Govt. ID Card <input type="radio"/> Driving License <input type="radio"/> NRE/GA Card <input type="radio"/> Others		
Country/Place/City of Birth			
Country of citizenship/nationality	<input type="radio"/> Indian <input type="radio"/> U.S. <input type="radio"/> Others (Please, specify _____)	<input type="radio"/> Indian <input type="radio"/> U.S. <input type="radio"/> Others (Please, specify _____)	<input type="radio"/> Indian <input type="radio"/> U.S. <input type="radio"/> Others (Please, specify _____)

I am a tax resident of India and not a resident of any other country  Yes  No

If 'Yes', please proceed for signature of declaration.

If 'No', please fill below, for all countries (other than India) in which you are resident for tax purposes, i.e. where you are a Citizen/Resident/Green Card Holder/Tax Resident in respective countries.




Country of Tax Residency			
Tax Identification No or Functional Equivalent			
Identification Type (TIN or other, please specify)			
If TIN is not available, please tick (✓) the reason A, B or C [As defined below]	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>
	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>	Reason A <input type="radio"/> B <input type="radio"/> or C <input type="radio"/>

- Reason A: The country where the Account holder is liable to pay tax does not issue Tax Identification Numbers to its residents.
- Reason B: No TIN required (Select this reason only, if the authorities of the respective country of tax residence do not require the TIN to be collected)
- Reason C: Others please state the reason thereof.

**DECLARATION**

I hereby confirm that the information provided hereinabove is true, correct and complete to the best of my knowledge and belief and that I shall be solely liable and responsible for the information submitted above. I also confirm that I have read and understood the FATCA and CRS Terms and condition below and hereby accept the same. I also undertake to keep you informed in writing about any changes/modification to the above information in future within 30 days of the same being effective and also undertake to provide any other additional information as may be required any intermediary or by domestic or overseas regulators /tax authorities.

**Signatures**

 Sole / 1st Applicant / Guardian	 2nd Applicant	 3rd Applicant
---	---	---

Date:

Place:

## FATCA & CRS TERMS & CONDITIONS

**(Note: The guidance Note/notification issued by the CBDT shall prevail in respect to interpretation of the terms specified in the form)**

Details under FATCA & CRS. The Central Board of Direct Taxes has notified Rules 114F to 114H, as part of the Income- tax Rules, 1962 which Rules require Indian financial institutions such as the Bank to seek additional personal tax and beneficial owner information and certain certifications and documentation from all our account holders .In relevant cases, information will have to be reported to tax authorities/ appointed agencies.

Should there be any change in any information provided by you, please ensure you advise us promptly, i.e. ,within 30 days.

Please note that you may receive more than one request for information if you have multiple relationships with (Insert FI's name) or its group entities. Therefore, it is important that you respond to our request,even if you believe you have already supplied any previously requested information.

## FATCA & CRS INSTRUCTIONS

If you have any questions about you tax residency, please contact your tax advisor. If you are a US citizen or resident or green card holder ,please include United States in the foreign country information field along with your US Tax Identification Number.

It is mandatory to supply a TIN or functional equivalent if the country in which you are tax resident issues such identifiers.If no TIN is yet available or has not yet been issued, please provide an explanation and attach this to the form.

In case customer has the following Indicia pertaining to a foreign country and yet declares self to be non-tax resident in the respective country ,customer to provide relevant Curing Documents as mentioned below:

FATCA & CRS Indicia observed (ticked)	Documentation required for Cure of FATCA/CRS Indicia
U.S place of birth	<ol style="list-style-type: none"> <li>1. Self-certification that the account holder is neither a citizen of United States of America nor its resident for tax purposes:</li> <li>2. Non –US passport or any non - US government issued document evidencing nationality or citizenship (refer list below ) ; <b>AND</b></li> <li>3. Any one of the following documents: Certified copy of certificate of Loss of Nationality or Reasonable explanation of why the customer does not have such a certificate despite renouncing US citizenship; or Reason the customer did not obtain U.S. citizenship at birth</li> </ol>
Residence /mailing address in a country other than India	<ol style="list-style-type: none"> <li>1. Self-certification that the account holder is neither a citizen of United States of America nor a tax resident of any country other than India; <b>and</b></li> <li>2. Documentary evidence (refer list below)</li> </ol>
Telephone number in a country other than India	<p><i>If no Indian telephone number is provided</i></p> <ol style="list-style-type: none"> <li>1. Self-certification that the account holder is neither a citizen of United States of America nor a tax resident of any country other than India; <b>and</b></li> <li>2. Documentary evidence (refer list below)</li> </ol> <p><i>If Indian telephone number is provided along with a foreign country telephone number</i></p> <ol style="list-style-type: none"> <li>1. Self-certification that the account holder is neither a citizen of United States of America nor a tax resident for tax purposes of any country other than India; <b>OR</b></li> <li>2. Documentary evidence (refer list below)</li> </ol>

List of acceptable documentary evidence needed to establish the residence (S) for tax purposes:

1. Certificate of residence issued by an authorized government body\*
2. Valid identification issued by an authorized government body\*(e.g. Passport, National Identity card, etc.)

\* **Government or agency thereof or a municipality of the country or territory in which the payee claims to be a resident**

**call** 1800 4190 200 or 1800 2000 400

**email** investor.line@Intmf.co.in

**www**.lifs.com

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL04056

**FATCA, CRS & UBO DECLARATION  
(For Non Individual Investors)**

Please refer to the Instructions for assistance and complete all sections in English. For legibility, please use BLOCK letters in black or dark ink. Please seek appropriate advice from a tax professional on FATCA related information applicable to you.

**APPLICANT(S) INFORMATION**

Folio No./Application No.

Name of the entity \_\_\_\_\_

Type of address given at KRA :  Residential or Business  Residential  Business  Registered Office

"Address of tax residence would be taken as available in KRA database. In case of any change, please approach KRA & notify the changes"

City of Incorporation \_\_\_\_\_ Country of Incorporation \_\_\_\_\_

PAN  Date of Incorporation

Entity Type Please (✓) Constitution  Partnership Firm  HUF  Private Limited Company  Public Limited Company  Society  AOP/BOI  Trust  Liquidator  Limited Liability Partnership  Artificial Juridical Person  Others \_\_\_\_\_ specify \_\_\_\_\_

Please tick the applicable tax resident declaration -

1. Is "Entity" a tax resident of any country other than India:  Yes  No  
(If yes, please provide country/ies in which the entity is a resident for tax purposes and the associated Tax ID number below.)

Country	Tax Identification Number <sup>6</sup>	Identification Type (TIN or Other, please specify)

<sup>6</sup>In case Tax Identification Number is not available, kindly provide its functional equivalent<sup>6</sup>.

In case TIN or its functional equivalent is not available, please provide Company Identification number or Global Entity Identification Number or GIIN, etc.

In case the Entity's Country of Incorporation / Tax residence is U.S. but Entity is not a Specified U.S. Person, mention Entity's exemption code here

Please refer to para 3(vii) exemption code for U.S. persons under part D of FATCA Instructions & Definitions

**FATCA & CRS Declaration**

**PART A (to be Filled by Financial Institutions or Direct Reporting NFEs)**

1 We are a,  Financial institution<sup>3</sup> or  Direct reporting NFE<sup>4</sup> (please tick as appropriate)

GIIN

**Note:** If you do not have a GIIN but you are sponsored by another entity, please provide your sponsor's GIIN above and indicate your sponsor's name below

Name of sponsoring entity

GIIN not available (please tick as applicable)  Applied for

If the entity is a Financial institution,  Not required to apply for - please specify 2 digits sub-category<sup>10</sup>    Not obtained – Non-participating FI

**PART B (please fill any one as appropriate "to be filled by NFEs other than Direct Reporting NFEs")**

1 Is the Entity a publicly traded company (that is, a company whose shares are regularly traded on an established securities market) Yes  (If yes, please specify any one stock exchange on which the stock is regularly traded) No   
Name of stock exchange \_\_\_\_\_

2 Is the Entity a related entity of a publicly traded company (a company whose shares are regularly traded on an established securities market) Yes  (If yes, please specify name of the listed company and one stock exchange on which the stock is regularly traded) No   
Name of listed company \_\_\_\_\_  
Nature of relation:  Subsidiary of the Listed Company or  Controlled by a Listed Company  
Name of stock exchange \_\_\_\_\_

3 Is the Entity an active<sup>1</sup> Non Financial Entity (NFE) Yes  (If yes, please fill UBO declaration in the next section.) No   
Nature of Business \_\_\_\_\_  
Please specify the sub-category of Active NFE   (Mention code – Refer 2C of Part D)

4 Is the Entity a passive<sup>2</sup> Non Financial Entity (NFE) Yes  (If yes, please fill UBO declaration in the next section.) No   
Nature of Business \_\_\_\_\_

<sup>1</sup> Refer 2 of Part D | <sup>2</sup> Refer 3(ii) of Part D | <sup>3</sup> Refer 1(i) of Part D | <sup>4</sup> Refer 3(vi) of Part D | <sup>10</sup> Refer 1A of Part D



## PART D FATCA Instructions & Definitions

(Note: The Guidance Note/notification issued by the CBDT shall prevail in respect to interpretation of the terms specified in the form)

- 1 (i) Financial Institution (FI)** - The term FI means any financial institution that is a Depository Institution, Custodial Institution, Investment Entity or Specified Insurance company, as defined.
- (ii) Depository institution:** is an entity that accepts deposits in the ordinary course of banking or similar business.
- (iii) Custodial institution:** is an entity that holds as a substantial portion of its business, holds financial assets for the account of others and where its income attributable to holding financial assets and related financial services equals or exceeds 20 percent of the entity's gross income during the shorter of-
- (i) The three financial years preceding the year in which determination is made; or
- (ii) The period, during which the entity has been in existence, whichever is less.
- (iv) Investment entity is any entity:**
- (a) That primarily conducts a business or operates for or on behalf of a customer for any of the following activities or operations for or on behalf of a customer
- (i) Trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading; or
- (ii) Individual and collective portfolio management; or
- (iii) Investing, administering or managing funds, money or financial asset or money on behalf of other persons;
- or
- (b) The gross income of which is primarily attributable to investing, reinvesting, or trading in financial assets, if the entity is managed by another entity that is a depository institution, a custodial institution, a specified insurance company, or an investment entity described above. An entity is treated as primarily conducting as a business one or more of the 3 activities described above, or an entity's gross income is primarily attributable to investing, reinvesting, or trading in financial assets of the entity's gross income attributable to the relevant activities equals or exceeds 50 percent of the entity's gross income during the shorter of :
- (i) The three-year period ending on 31 March of the year preceding the year in which the determination is made; or
- (ii) The period during which the entity has been in existence.
- The term "Investment Entity" does not include an entity that is an active non-financial entity as per codes 04, 05, 06 and 07 - refer point 2c.)
- (v) Specified Insurance Company:** Entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract.

<b>1 (vi) FI not required to apply for GIIN:</b> Refer Rule 114F(5) of Income Tax Rules, 1962 for the conditions to be satisfied as "Non- Reporting Financial Institution and Guidance issued by CBDT in this regard																										
<b>A. Reasons why FI not required to apply for GIIN:</b>																										
<table border="1"> <thead> <tr> <th>Code</th> <th>Sub-category</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Governmental Entity, International Organization or Central Bank</td> </tr> <tr> <td>02</td> <td>Treaty Qualified Retirement Fund; a Broad Participation Retirement Fund; a Narrow Participation Retirement Fund; or a Pension Fund of a Governmental Entity, International Organization or Central Bank</td> </tr> <tr> <td>03</td> <td>Non-public fund of the armed forces, an employees' state insurance fund, a gratuity fund or a provident fund</td> </tr> <tr> <td>04</td> <td>Entity is an Indian FI solely because it is an investment entity</td> </tr> <tr> <td>05</td> <td>Qualified credit card issuer</td> </tr> <tr> <td>06</td> <td>Investment Advisors, Investment Managers &amp; Executing Brokers</td> </tr> <tr> <td>07</td> <td>Exempt collective investment vehicle</td> </tr> <tr> <td>08</td> <td>Trust</td> </tr> <tr> <td>09</td> <td>Non-registering local banks</td> </tr> <tr> <td>10</td> <td>FFI with only Low-Value Accounts</td> </tr> <tr> <td>11</td> <td>Sponsored investment entity and controlled foreign corporation</td> </tr> <tr> <td>12</td> <td>Sponsored, Closely Held Investment Vehicle</td> </tr> </tbody> </table>	Code	Sub-category	01	Governmental Entity, International Organization or Central Bank	02	Treaty Qualified Retirement Fund; a Broad Participation Retirement Fund; a Narrow Participation Retirement Fund; or a Pension Fund of a Governmental Entity, International Organization or Central Bank	03	Non-public fund of the armed forces, an employees' state insurance fund, a gratuity fund or a provident fund	04	Entity is an Indian FI solely because it is an investment entity	05	Qualified credit card issuer	06	Investment Advisors, Investment Managers & Executing Brokers	07	Exempt collective investment vehicle	08	Trust	09	Non-registering local banks	10	FFI with only Low-Value Accounts	11	Sponsored investment entity and controlled foreign corporation	12	Sponsored, Closely Held Investment Vehicle
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12	Sponsored, Closely Held Investment Vehicle																									

<b>2. Active Non-financial entity (NFE) :</b> (any one of the following): Refer Explanation (A) to 114F (6) of Income Tax Rules, 1962 for details	
<i>Code</i>	<i>Sub-category</i>
01	Less than 50 percent of the NFE's gross income for the preceding financial year is passive income and less than 50 percent of the assets held by the NFE during the preceding financial year are assets that produce or are held for the production of passive income;
02	The stock of the entity is regularly traded on an established securities market or the non-financial entity is a related entity of an entity, the stock of which is regularly traded on an established securities market.
03	The NFE is a Governmental Entity, an International Organization, a Central Bank , or an entity wholly owned by one or more of the foregoing;
04	Substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an entity shall not qualify for this status if the entity functions as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;
05	The NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE shall not qualify for this exception after the date that is 24 months after the date of the initial organization of the NFE;
06	The NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganizing with the intent to continue or recommence operations in a business other than that of a Financial Institution;
07	The NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution;
08	<p>Any NFE that fulfills all of the following requirements:</p> <ul style="list-style-type: none"> <li>• It is established and operated in India exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in India and it is a professional organization, business league, chamber of commerce, labor organization, agricultural or horticultural organization, civic league or an organization operated exclusively for the promotion of social welfare;</li> <li>• It is exempt from income tax in India;</li> <li>• It has no shareholders or members who have a proprietary or beneficial interest in its income or assets;</li> </ul> <p>The applicable laws of the NFE's country or territory of residence or the NFE's formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFE's charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and</p> <p>The applicable laws of the NFE's country or territory of residence or the NFE's formation documents require that, upon the NFE's liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organization, or escheat to the government of the NFE's country or territory of residence or any political subdivision thereof.</p> <p>Explanation.- For the purpose of this sub-clause, the following shall be treated as fulfilling the criteria provided in the said sub-clause, namely:-</p> <ul style="list-style-type: none"> <li>(i) an Investor Protection Fund referred to in clause (23EA);</li> <li>(ii) a Credit Guarantee Fund Trust for Small Industries referred to in clause 23EB; and</li> <li>(iii) an Investor Protection Fund referred to in clause (23EC), of section 10 of the Act;</li> </ul>

### **3. Other definitions**

(i) **Related entity**

An entity is a 'related entity' of another entity if either entity controls the other entity, or the two entities are under common control For this purpose, control includes direct or indirect ownership of more than 50% of the votes and value in an entity

(ii) **Passive NFE**

The term passive NFE means

- (i) any non-financial entity which is not an active non-financial entity; or
- (ii) an investment entity described in sub-clause (B) of clause (c) of the Explanation to clause (3), which is not located in any of the jurisdictions specified by the Central Board of Direct Taxes in this behalf
- (iii) not a withholding foreign partnership or a withholding foreign trust

(iii) **Passive income**

The term passive income includes income by way of:

- (1) Dividends,
- (2) Interest
- (3) Income equivalent to interest,
- (4) Rents and royalties, other than rents and royalties derived in the active conduct of a trade or business conducted, at least in part, by employees of the NFE
- (5) Annuities
- (6) The excess of gains over losses from the sale or exchange of financial assets that gives rise to passive income
- (7) The excess of gains over losses from transactions (including futures, forwards, and similar transactions) in any financial assets,
- (8) The excess of foreign currency gains over foreign currency losses
- (9) Net income from swaps
- (10) Amounts received under cash value insurance contracts

But passive income will not include in case of a non-financial entity that regularly acts as a dealer in financial assets, any income from any transaction entered into in the ordinary course of such dealer's business as a such dealer.

(iv) **Controlling persons** are natural persons who exercise control over an entity and includes a beneficial owner under sub-rule (3) of rule 9 of the Prevention of Money-Laundering (Maintenance of Records) Rules, 2005.

In determining the Beneficial Owner, the procedure specified in the following circular as amended from time to time shall be applied, namely:-

- (i) DBOD.AML.BC. NO.71/14.01.001/2012-13, issued on the 18<sup>th</sup> January, 2013 by the Reserve Bank of India; or
- (ii) CIR/MIRSD/2/2013, issued on the 24<sup>th</sup> January, 2013 by the Securities and Exchange Board of India; or
- (iii) IRDA/SDD/GDL/CIR/019/02/2013, issued on the 4<sup>th</sup> February, 2013 by the Insurance Regulatory and Development Authority.

In the case of a trust, the controlling person means the settler, the trustees, the protector (if any), the beneficiaries or class of beneficiaries, and any other natural person exercising ultimate effective control over the trust. In the case of a legal arrangement other than a trust, the said expression means the person in equivalent or similar positions

(A) Controlling Person Type:	
Code	Sub-category
01	CP of legal person - ownership
02	CP of legal person - other means
03	CP of legal person - senior managing official
04	CP of legal arrangement - trust - settlor
05	CP of legal arrangement - trust - trustee
06	CP of legal arrangement - trust - protector
07	CP of legal arrangement - trust - beneficiary
08	CP of legal arrangement--trust-other
09	CP of legal arrangement - Other - settlor equivalent
10	CP of legal arrangement - Other - trustee equivalent
11	CP of legal arrangement - Other - protector equivalent
12	CP of legal arrangement - Other - beneficiary equivalent
13	CP of legal arrangement - Other - other equivalent
14	Unknown

**(v) Specified U.S. person – A U.S. person other than the following:**

- (i) a corporation the stock of which is regularly traded on one or more established securities markets;
- (ii) any corporation that is a member of the same expanded affiliated group, as defined in section 1471(e)(2) of the U.S. Internal Revenue Code, as a corporation described in clause (i);
- (iii) the United States or any wholly owned agency or instrumentality thereof;
- (iv) any State of the United States, any U.S. Territory, any political subdivision of any of the foregoing, or any wholly owned agency or instrumentality of any one or more of the foregoing;
- (v) any organization exempt from taxation under section 501(a) of the U.S. Internal Revenue Code or an individual retirement plan as defined in section 7701(a)(37) of the U.S. Internal Revenue Code;
- (vi) any bank as defined in section 581 of the U.S. Internal Revenue Code;
- (vii) any real estate investment trust as defined in section 856 of the U.S. Internal Revenue Code;
- (viii) any regulated investment company as defined in section 851 of the U.S. Internal Revenue Code or any entity registered with the U.S. Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. 80a-64);
- (ix) any common trust fund as defined in section 584(a) of the U.S. Internal Revenue Code;
- (x) any trust that is exempt from tax under section 664(c) of the U.S. Internal Revenue Code or that is described in section 4947(a)(1) of the U.S. Internal Revenue Code;
- (xi) a dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any State;
- (xii) a broker as defined in section 6045(c) of the U.S. Internal Revenue Code; or
- (xiii) any tax-exempt trust under a plan that is described in section 403(b) or section 457(g) of the U.S. Internal Revenue Code.

**(vi) Direct reporting NFE**

A direct reporting NFE means a NFE that elects to report information about its direct or indirect substantial U.S. owners to the IRS.



Exemption code for U.S. persons (Refer 114(9) of Income Tax Rules, 1962 for details)	
Code	Sub-category
A	An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)
B	The United States or any of its agencies or instrumentalities
C	A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities
D	A corporation the stock of which is regularly traded on one or more established securities markets, as described in Reg. section 1.1472-1(c)(1)(i)
E	A corporation that is a member of the same expanded affiliated group as a corporation described in Reg. section 1.1472-1(c)(1)(i)
F	A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state
G	A real estate investment trust
H	A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940
I	A common trust fund as defined in section 584(a)
J	A bank as defined in section 581
K	A broker
L	A trust exempt from tax under section 664 or described in section 4947(a)(1)
M	A tax exempt trust under a section 403(b) plan or section 457(g) plan

call 1800 4190 200 or 1800 2000 400

email [investor.line@lntmf.co.in](mailto:investor.line@lntmf.co.in)

[www.ltfs.com](http://www.ltfs.com)

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL03391

Please refer to the general instructions for assistance and complete all sections in English. For legibility, please use BLOCK LETTERS in black or dark ink.

Time Stamp

Distributor/RIA Code	Sub-Distributor ARN	Sub-Distributor Code	EUIN	Branch Code
----------------------	---------------------	----------------------	------	-------------

Transaction Charges: SEBI (Mutual Fund) Regulations allow deduction of transaction charges of Rs. 100/- from your investment for payment to your distributor if your distributor has opted to receive transaction charges for investments sourced by him. The transaction charges deductible are Rs. 150/- if you are investing in Mutual Funds for the first time. If you are making a SIP Investment, the transaction charges would be deducted over 3-4 instalments. No transaction charges would be levied if you are not investing through a Distributor or your investment amount is less than Rs.10,000/-. If this is the first time, you are investing in any mutual fund, please tick here

Investor's Declaration where EUIN is not furnished: I/We confirm that the EUIN box has been intentionally left blank by me/us as this is an "execution only" transaction without any interaction or advice by the employee/relationship manager/sales person of the above distributor and/or notwithstanding the advice of inappropriateness, if any, provided by the employee/relationship manager/sales person of distributor and the distributor has not charged any advisory fees on this transaction.

Sole/1st Applicant  2nd Applicant  3rd Applicant

**OTM DEBIT MANDATE FORM FOR NACH/ECS/AUTO DEBIT**

**L&T Financial Services Mutual Fund** UMRN  Office use only  Date

Utility Code   Create  Modify  Cancel

Sponsor Bank Code  I/We hereby authorize **L&T Mutual Fund**

to debit (✓)  SB  CA  CC  SB-NRE  SB-NRO  Other Bank A/c No.

With Bank  Bank Name  IFSC/ MICR

an amount of Rupees  Amount in words  ₹

Debit Type  Fixed Amount  Maximum Amount Frequency  Monthly  Quarterly  Half Yearly  Yearly  As & when presented

Reference 1  Reference 2

1. I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the bank. 2. This is to confirm that the declaration has been carefully read, understood & made by me/us. I am authorising the user entity / Corporate to debit my account, based on the instructions as agreed and signed by me. 3. I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the user entity / corporate or the bank where I have authorized the debit.

Period From           To           or  Until Cancelled

Signature of First Account Holder  Signature of Second Account Holder  Signature of Third Account Holder  
1.  Name as in Bank Records 2.  Name as in Bank Records 3.  Name as in Bank Records

**2. APPLICANT INFORMATION**

Name of Sole/1st Unit Holder First Name  Middle Name  Last Name  Folio No.

PAN/PEKRN\*\*  First Unit Holder  Second Unit Holder  Third Unit Holder

KIN\*  First Unit Holder  Second Unit Holder  Third Unit Holder

Date of Birth\* (1st Unit Holder)           Date of Birth\* (2nd Unit Holder)           Date of Birth\* (3rd Unit Holder)

Mobile No. +91-  E-mail ID

KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.

^ 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).

**3. SMART SIP COMBOS (Please ✓ any one)**

**BALANCED SIP COMBO**

	Growth*	IDCW@ Payout#	IDCW@ Reinvestment#	Amount
L&T Hybrid Equity Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Balanced Advantage Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Equity Savings Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000

**ESSENTIALS SIP COMBO**

	Growth*	IDCW@ Payout#	IDCW@ Reinvestment#	Amount
L&T Flexicap Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T India Value Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Midcap Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000

**EXCLUSIVE SIP COMBO**

	Growth*	IDCW@ Payout #	IDCW@ Reinvestment #	Amount
L&T Business Cycles Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Large and Mid Cap Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Infrastructure Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000

**MARKET CAP SIP COMBO**

	Growth*	IDCW@ Payout#	IDCW@ Reinvestment#	Amount
L&T India Large Cap Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Midcap Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
L&T Emerging Businesses Fund	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000

**DIY SIP COMBO**

	Growth*	IDCW@ Payout #	IDCW@ Reinvestment #	Amount
Scheme 1 L&T	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
Scheme 2 L&T	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000
Scheme 3 L&T	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(₹) <input type="text"/> Minimum Rs. 1000

**SIP Debit Date (✓ any one)**  
 1st  5th  7th  10th\*  15th  20th  25th  28th

**SIP Period**  
From            
To ^^

\* Default option if not selected # Default IDCW Frequency will be considered, please refer KIM for Default IDCW Frequency ^^ Maximum period of 20 years.  
@Note: IDCW stands for 'Income Distribution cum Capital Withdrawal option'. The amounts can be distributed out of investors' capital (Equalization Reserve), which is part of the sale price that represents realized gains, as may be declared by the Trustees at its discretion from time to time (subject to the availability of distributable surplus as calculated in accordance with the Regulations).





#### 4. REDEMPTION

Scheme Name **L&T**  Option  Growth  IDCW Payout  IDCW Reinvestment  Bonus<sup>^</sup>

IDCW Frequency (✓ wherever applicable)  Daily  Weekly  Monthly\*  Quarterly  Semi-Annual<sup>^</sup>  Annual<sup>^</sup>

Please (✓) any one  Amount (₹) \_\_\_\_\_  OR  No. of units \_\_\_\_\_  OR  All Units

Please note that if the bank account has been changed and not been intimated to us, the proceeds will be credited to the bank account registered with us.

IFSC of the registered bank account for electronic payment \_\_\_\_\_ (Please enclose an original cancelled cheque leaf)  
If you have registered multiple bank mandate and if you want credit in a bank A/c other than the default bank please mention the bank A/c No. below.

Name of the Bank/ Branch \_\_\_\_\_ Account No. \_\_\_\_\_  
\*Default option if not selected ^Available in select schemes only

#### 5. KYC INFORMATION

FOR INDIVIDUAL INVESTORS	1st Applicant / Guardian		2nd Applicant / Guardian		3rd Applicant / Guardian	
(a) Gender (✓)	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Female
(b) Father's / Spouse's Name						
(c) Place / Country of Birth (✓)	<input type="checkbox"/> India	<input type="checkbox"/> Other Please specify	<input type="checkbox"/> India	<input type="checkbox"/> Other Please specify	<input type="checkbox"/> India	<input type="checkbox"/> Other Please specify
(d) Tax Residency (If you are resident in any country other than India from a taxation perspective, please furnish Country of Tax Residency and Tax Identification Number (TIN) or equivalent alongside)	Country of Tax Residency	Tax Identification Number (TIN or equivalent)	Country of Tax Residency	Tax Identification Number (TIN or equivalent)	Country of Tax Residency	Tax Identification Number (TIN or equivalent)
	1.		1.		1.	
	2.		2.		2.	
	3.		3.		3.	
(g) Gross Annual Income (₹)	<input type="checkbox"/> Below 1 lac	<input type="checkbox"/> 1-5 Lacs	<input type="checkbox"/> Below 1 lac	<input type="checkbox"/> 1-5 Lacs	<input type="checkbox"/> Below 1 lac	<input type="checkbox"/> 1-5 Lacs
	<input type="checkbox"/> 5-10 Lacs	<input type="checkbox"/> 10-25 Lacs	<input type="checkbox"/> 5-10 Lacs	<input type="checkbox"/> 10-25 Lacs	<input type="checkbox"/> 5-10 Lacs	<input type="checkbox"/> 10-25 Lacs
	<input type="checkbox"/> 25 Lacs - 1 crore	<input type="checkbox"/> > 1 Crore	<input type="checkbox"/> 25 Lacs - 1 crore	<input type="checkbox"/> > 1 Crore	<input type="checkbox"/> 25 Lacs - 1 crore	<input type="checkbox"/> > 1 Crore
(h) Net Worth (₹) (Not older than 1 year)	Mandatory for (a) Individual Investors who have not furnished Gross Annual Income above and (b) Non-Individual Investors.					
	₹ _____ as on DD / MM / YYYY	₹ _____ as on DD / MM / YYYY	₹ _____ as on DD / MM / YYYY	₹ _____ as on DD / MM / YYYY	₹ _____ as on DD / MM / YYYY	₹ _____ as on DD / MM / YYYY
(e) Occupation (✓)	<input type="checkbox"/> Pvt. Sector Service	<input type="checkbox"/> Public Sector Service	<input type="checkbox"/> Pvt. Sector Service	<input type="checkbox"/> Public Sector Service	<input type="checkbox"/> Pvt. Sector Service	<input type="checkbox"/> Public Sector Service
	<input type="checkbox"/> Govt. Service	<input type="checkbox"/> Business	<input type="checkbox"/> Govt. Service	<input type="checkbox"/> Business	<input type="checkbox"/> Govt. Service	<input type="checkbox"/> Business
	<input type="checkbox"/> Professional	<input type="checkbox"/> Housewife	<input type="checkbox"/> Professional	<input type="checkbox"/> Housewife	<input type="checkbox"/> Professional	<input type="checkbox"/> Housewife
	<input type="checkbox"/> Retired	<input type="checkbox"/> Student	<input type="checkbox"/> Retired	<input type="checkbox"/> Student	<input type="checkbox"/> Retired	<input type="checkbox"/> Student
	<input type="checkbox"/> Forex Dealer	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Forex Dealer	<input type="checkbox"/> Agriculturist	<input type="checkbox"/> Forex Dealer	<input type="checkbox"/> Agriculturist
	<input type="checkbox"/> Others Please specify	<input type="checkbox"/> Others Please specify	<input type="checkbox"/> Others Please specify	<input type="checkbox"/> Others Please specify	<input type="checkbox"/> Others Please specify	<input type="checkbox"/> Others Please specify
(f) Others (✓) (Applicable for Karta of HUF also)	<input type="checkbox"/> I am a politically exposed person	<input type="checkbox"/> I am a politically exposed person	<input type="checkbox"/> I am a politically exposed person	<input type="checkbox"/> I am a politically exposed person	<input type="checkbox"/> I am a politically exposed person	<input type="checkbox"/> I am a politically exposed person
	<input type="checkbox"/> I am related to a politically exposed person	<input type="checkbox"/> I am related to a politically exposed person	<input type="checkbox"/> I am related to a politically exposed person	<input type="checkbox"/> I am related to a politically exposed person	<input type="checkbox"/> I am related to a politically exposed person	<input type="checkbox"/> I am related to a politically exposed person
	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable
FOR NON-INDIVIDUAL INVESTORS ONLY	Is the company a Listed Company or Subsidiary of Listed Company or Controlled by a Listed Company <input type="checkbox"/> YES <input type="checkbox"/> NO (If No, please attach Ultimate Beneficiary Ownership Declaration mandatorily)					
	If the Entity involved/providing any of the following services: <input type="checkbox"/> YES (Please ✓ from below) <input type="checkbox"/> NO					
	<input type="checkbox"/> Gaming/Gambling/Lottery/Casino Services		<input type="checkbox"/> Foreign Exchange/ Money Changer Services		<input type="checkbox"/> Money Lending/Pawning	

#### 6. DECLARATION, CONSENT & SIGNATURES (To be signed as per Mode of Holding)

I/We have read and understood the contents of the Scheme Information Document, Statement of Additional Information and Key Information Memorandum of the aforesaid Scheme(s) of L&T Mutual Fund including the sections on "Who cannot invest", "Foreign Account Tax Compliance Act (FATCA) / Common Reporting Standard (CRS)" ("Reporting Guidelines") and "Important Note on Anti Money Laundering, Know-Your-Customer and Investor Protection". I/We hereby apply for allotment/purchase of Units in the Scheme(s) and agree to abide by the terms and conditions applicable thereto. I/We hereby declare that I/We am/are authorised to make this investment and that the amount invested in the Scheme(s) is through legitimate sources only and does not involve and is not designed for the purpose of any contravention or evasion of any Act, Rules, Regulations, Notifications or Directions issued by any authority in India. I/We hereby authorize L&T Mutual Fund ("the Fund"), its Investment Manager ("LTIM") and its agents to disclose details of my investment to my bank(s)/ Fund's bank(s) and/or Distributor/Broker/Investment Adviser/any governmental or regulatory authority. The ARN holder has disclosed to me/us all the commissions (in the form of trail commission or any other mode), payable to him for the different competing schemes of various Mutual Funds from amongst which the Scheme(s) is being recommended to me/us. I/We have neither received nor been induced by any rebate or gifts, directly or indirectly, in making this investment. I/We declare that the information given in this application form is correct, complete and truly stated. I/We accept and agree to abide by the terms and conditions and privacy policy (as mentioned on www.ltf.com) with respect to my/our dealings with L&T Mutual Fund/its Investment Manager through various channels. In case there is any change in the information (especially pertaining to Reporting Guidelines) already provided to LTIM / Fund, I/We shall inform the same to LTIM/ Fund within 30 days of the change. I/We authorize updation of the records (including pertaining to the Reporting Guidelines) basis the information / documents received by LTIM/Fund/Registrar and Transfer Agent ("RTA") from other SEBI Registered Intermediaries. I/We authorize LTIM/Fund/RTA, to share the information provided by me / us with other SEBI Registered Intermediaries to facilitate single submission / updation. I / We authorize LTIM/ Fund/RTA to provide relevant information to upstream payors to enable withholding to occur and pay out any sums from the my/our account or close or suspend my/our account(s) under intimation me/us.

I/We hereby accord my/our consent to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/us, including all changes, updates to such information as and when provided by me/ us to the group companies of L&T Financial Services for any valid business purposes including marketing or sales promotion or with any statutory or judicial authorities, without any prior intimation to me/us, until notified by me/us otherwise.

APPLICABLE FOR INVESTMENT THROUGH SEBI REGISTERED INVESTMENT ADVISER / PORTFOLIO MANAGER : I/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 to the above mentioned SEBI Registered -Investment Adviser/ Portfolio Manager.

\_\_\_\_\_ (Sole/First Unit Holder)

\_\_\_\_\_ (Second Unit Holder)

\_\_\_\_\_ (Third Unit Holder)

Date

Place \_\_\_\_\_



call 1800 4190 200 or 1800 2000 400

whatsapp @ 9326929294

email investor.line@lntmf.co.in

www.lntmf.com

Join us on WhatsApp @ 9326929294 for financial and non-financial transactions, Account statement, etc. or you can connect with us on Chatbot as well by visiting our website (www.ltf.com/companies/Int-investment-management). (For Resident individual investors only with mode of holding as single).

Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL08022



## GENERAL INSTRUCTIONS

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black or dark ink. All information sought in the form is mandatory except where it is specifically indicated as optional. All instructions & notes are subject to SEBI & AMFI guidelines as amended from time to time. Please note in case of any error while filling the form all applicants must sign against the corrections.

1. **Applicant Information:** Please furnish the Folio Number, Name and PAN of Sole / First Applicant in Section 1 of the Form. Your transaction would be processed in the specified folio.

Your personal information and bank account details would apply to this investment as well.

**Contact Details:** Please provide the Mobile Number and E-Mail Address of the Sole / First Applicant in the form in case of Individuals and Key Contact in case of Non Individuals. This would help us seamlessly communicate with you on your investments.

KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.

\* 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).

**Permanent Account Number (PAN):** Furnishing of PAN is mandatory for all applicants except where specific dispensation is provided under law.

### 2. Additional Purchase Request:

- Please mention the name of the Scheme where you plan to make your investment and your preferred option. If you do not indicate your preferred option, your application would be processed based on the terms & conditions set out in the Scheme Information Document.
- If you are not investing through a Distributor, please suffix "Direct Plan" after the scheme name.
- Your investment cheque should be crossed "Account Payee only" and drawn favoring the scheme name where the investment is in a specific scheme
- Please ensure that the investment cheque issued by you complies with CTS 2010 requirements stipulated by the Reserve Bank of India. The words "CTS 2010" should appear on the face of the cheque.
- Payments made by Cash/Money Order/Postal Order, Non- MICR cheques Outstation cheques are not accepted. Post dated cheques will not be accepted except for investment made under Systematic investment Plan.
- Third Party Payments for investments are not accepted except in the below cases :
  - Payment by employer on behalf of employees under SIP or lump sum subscription through Pay Roll deductions or deductions out of expense re imbursements.
  - Custodian on behalf of an FPI or Client made by Custodian.
  - Payment by an AMC to its empanelled distributor on account of commission/ incentive etc. in the form of Mutual Fund units through SIP or lump sum/one time subscription.
  - Payment by a Corporate to its Agent/Dealer/Distributor on account of commission or incentive payable for sale of its goods/services in the form of Mutual Fund units through SIP or lump sum/one time subscription.
- Effective February 1, 2021, units will be allotted to the investors only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.

In the above cases, necessary declaration / banker's certificate needs to be provided confirming the source of funds for the investment. Please refer the SAI for more details.

If you wish to hold your investments in the Dematerialised mode, please provide the name and DP ID of your Depository Participant and your Beneficiary Account Number. Please also attach a copy of the Client Master that you may have received from your Depository Participant.

Please ensure that the sequence of names in the application form matches the sequence in which the Demat account is held. If the sequence of names does not match with the Demat account details provided therein, the Units will not be transferred to the Demat Account and the Units will be held in the physical mode.

Please note that this is an additional facility offered to unit holders who wish to hold units in the dematerialised mode. This is not a mandatory requirement and unit holders can continue holding units physically with the mutual fund. If you do not wish to hold your mutual fund units in the dematerialised form, please strike off this section.

If the demat account details in the application form are incomplete/incorrect or does not match with the records of the Depository, units would be allotted and held electronically in the Fund's books and an Account Statement confirming the unit allotment would be sent to you.

### 3. Switch Request:

- Please ensure that the Target and Source schemes are correctly indicated.
- Please specify the amount/number of units you wish to switch. If you wish to switch all units, tick against the box provided.
- If your switch request specifies both amount and units for switch, the latter will be processed.
- If the balance in the source scheme/option, after taking the switch into account falls below the minimum redemption size (either in amount or units whichever is less), the entire balance in the Source scheme will be switched to the Target Scheme.
- Note: Switch transactions are also subject to realization of funds in the respective schemes account with effect from February 1, 2021.**

### 4. Redemption Request:

- Please specify scheme details and the amount/number of units you wish to redeem. If you wish to redeem all units, tick against the box provided.
- If your redemption request specifies both amount and units for redemption, the latter will be processed.
- A redemption will be processed only for the amount which has been realized.
- To safeguard investors against fraudulent action, where the redemption request is received along with Change of address/bank request, the AMC reserves the right to release the payment only after completing necessary additional checks.
- If your redemption request is followed within 10 days from your request for change in bank account, payout of redemption proceeds is subject to applicable cooling off period.

5. **Signatures:** All signatures should be in English or any other Indian Language. Thumb impressions should be from the left hand in case of males and right hand in case of females. All such thumb impressions need to be attested by a Magistrate, Notary Public or Special Executive Magistrate under his/her official seal.

6. **Employees Unique Identification Number (EUIIN):** If you are making this investment based on an investment advise received from your distributor, please quote the Employees Unique Identification Number (EUIIN) of your relationship manager in the Application Form.

If your distributor has, however, not given you any advice pertaining to the investment or your investment decision is not withstanding the advice provided by your distributor regarding inappropriateness of the scheme vis-a-vis your investment needs, the EUIIN box may be left blank. In this case, please sign in the space provided in Section B to confirm your acceptance to the declaration stated therein.

### 7. KYC Details:

Date of KYC Submission	Current KYC Status	What is required
Upto June 24, 2015	KYC Registered-New KYC	Section 5(e), (f), (g) and (h) is NOT mandatory. Please complete in case of any change in information
	KYC Verified by CVL MF	Submit the following along with the investment: KYC Modification form along with the required supporting documents. Section 5 completely filled
With effect from June 25, 2015	KYC Registered-New KYC	Section 5 with all sections mandatorily filled
	KYC Under Process/ KYC submitted*	Section 5 with all sections mandatorily filled

\*The Under process status should not be older than 15 days.



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# Transaction Form For STP & SWP

Please refer to the general instructions for assistance and complete all sections in English. For legibility, please use BLOCK LETTERS in black or dark ink.

Time Stamp

Distributor/RIA Code	Sub-Distributor ARN	Sub-Distributor Code	EUIN	Branch Code

Initial Commission will be paid by the investor directly to the distributor, based on assessment of various factors including the service rendered by the Distributor.

Transaction Charges: SEBI (Mutual Fund) Regulations allow deduction of transaction charges of Rs. 100/- from your investment for payment to your distributor if your distributor has opted to receive transaction charges for investments sourced by him. The transaction charges deductible are Rs. 150/- if you are investing in Mutual Funds for the first time. If you are making a SIP Investment, the transaction charges would be deducted over 3-4 instalments. No transaction charges would be levied if you are not investing through a Distributor or your investment amount is less than Rs.10,000/-. If this is the first time, you are investing in any mutual fund, please tick here

Investor's Declaration where EUIN is not furnished: I/We confirm that the EUIN box has been intentionally left blank by me/us as this is an "execution only" transaction without any interaction or advice by the employee/relationship manager/sales person of the above distributor and/or notwithstanding the advice of inappropriateness, if any, provided by the employee/relationship manager/sales person of distributor and the distributor has not charged any advisory fees on this transaction.

Sole/1st Applicant

2nd Applicant

3rd Applicant

## 1. APPLICANT INFORMATION

Name of Sole/1st Unit Holder  First Name  Middle Name  Last Name  Folio No.

PAN/PEKRN\*\*  First Unit Holder  Second Unit Holder  Third Unit Holder

KIN\*  First Unit Holder  Second Unit Holder  Third Unit Holder

Date of Birth\* (1st Unit Holder)  Date of Birth\* (2nd Unit Holder)  Date of Birth\* (3rd Unit Holder)

Mobile No. +91-  E-mail ID

KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.

^ 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).

## 2. SYSTEMATIC WITHDRAWAL PLAN (SWP) - Please note that the value of the unit balance in the source scheme should be at least Rs. 25,000

Scheme Name L&T  Option  Growth  IDCW Payout  IDCW Reinvestment  Bonus^

IDCW Frequency (✓ wherever applicable)  Daily  Weekly  Monthly\*  Quarterly  Annual^  Semi-Annual^

Withdrawal preference (✓)  Amount (₹)  OR  Capital Appreciation (Available for GROWTH plan only)

Withdrawal frequency (✓)  Monthly\*  Quarterly  Semi-Annual  Annual

Withdrawal date (✓)  1st  5th  7th  10th\*  15th  20th  25th  28th Withdrawal period From  To  OR  Till balance

^Available in select schemes only

## 3. SYSTEMATIC TRANSFER PLAN (STP) - Please note that the value of the unit balance in the source scheme should be at least Rs. 25,000

Scheme Name L&T  Option  Growth  IDCW@ Payout  IDCW@ Reinvestment  Bonus^

IDCW@ Frequency (✓ wherever applicable)  Daily  Weekly  Monthly\*  Quarterly  Annual^  Semi-Annual^

To Scheme L&T  Option  Growth  IDCW@ Payout  IDCW@ Reinvestment  Bonus^

IDCW@ Frequency (✓ wherever applicable)  Daily  Weekly  Monthly\*  Quarterly  Annual^  Semi-Annual^

@Note: IDCW stands for 'Income Distribution cum Capital Withdrawal option'. The amounts can be distributed out of investors' capital (Equalization Reserve), which is part of the sale price that represents realized gains, as may be declared by the Trustees at its discretion from time to time (subject to the availability of distributable surplus as calculated in accordance with the Regulations).

Transfer preference (✓)  Amount (₹)  OR  Capital Appreciation (Available for GROWTH plan only) From  To  OR  Till balance

Transfer frequency (Please ✓ anyone)  Daily  Weekly  Mon\*  Tue  Wed  Thu  Fri  Fortnightly  1st  15th\*  Monthly\*  1st  5th  7th  10th\*  15th  20th  25th  28th  Quarterly  1st  5th  7th  10th\*  15th  20th  25th  28th

\*Default option if not selected ^Available in select schemes only

Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.

## 4. DECLARATION, CONSENT & SIGNATURES (To be signed as per Mode of Holding)

I/We have read and understood the respective Scheme Information Document, Statement of Additional Information and Key Information Memorandum. I/We have neither received nor been induced by any rebate or gifts, directly or indirectly in making this transaction. I/We understand that the upfront commission will be paid directly by me/us to the AMFI registered distributors based on my/our assessment of various factors including the service rendered by the distributor. Also, the AMFI registered distributor has disclosed the commissions to me/us (in trail commission or any other), payable to him for different schemes of mutual funds from amongst which the scheme is being recommended to me/us. I/We hereby accord my/our consent to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/us, including all changes, updates to such information as and when provided by me/ us to the group companies of L&T Financial Services for any valid business purposes including marketing or sales promotion or with any statutory or judicial authorities, without any prior intimation to me/us, until notified by me/us otherwise.

(Sole/First Unit Holder)

(Second Unit Holder)

(Third Unit Holder)

## ACKNOWLEDGEMENT SLIP (To be filled in by the Applicant)

Folio No.  Received from  Name of the Sole/First Unit Holder

Scheme/Plan/Option

SWP Instalment amount  Frequency(✓)  Monthly  Quarterly  Semi Annual  Annual  STP Instalment amount  Frequency(✓)  Daily  Weekly  Fortnightly  Monthly  Quarterly

For Office Use Only

Acknowledgement Stamp & Date

## GENERAL INSTRUCTIONS

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black or dark ink. All information sought in the form is mandatory except where it is specifically indicated as optional. All instructions & notes are subject to SEBI & AMFI guidelines as amended from time to time. Please note in case of any error while filling the form all applicants must sign against the corrections.

1. **Applicant Information:** Please furnish the Folio Number, Name and PAN of Sole / First Applicant Section 1 of the Form. Your investment would be processed in the specified folio.  
  
Your personal information and bank account details would apply to this investment as well.  
  
**Contact Details:** Please provide the Mobile Number and E-Mail Address of the Sole / First Applicant in the form in case of Individuals and Key Contact in case of Non Individuals. This would help us seamlessly communicate with you on your investments.  
  
**Permanent Account Number (PAN):** Furnishing of PAN is mandatory for all applicants except where specific dispensation is provided under law.
2. **Systematic Withdrawal Plan (SWP):**
  - a. The minimum withdrawal size is Rs.500 except for L&T Liquid Fund and L&T Cash Fund. For L&T Liquid Fund and L&T Cash Fund it is Rs. 1000.
  - b. SWP will be registered within 7 calendar days from the date of your request.
  - c. You can cancel a registered SWP at any time by submitting a written request. The cancellation will be processed within 15 days.
  - d. If your SWP request specifies both amount and units, the SWP will be processed on the basis of amount.
  - e. If the scheme/plan/option is not mentioned and there is only one scheme/plan/option available in the folio, the same will be processed.
3. **Systematic Transfer Plan (STP):**
  - a. The minimum transfer size is Rs.500 except for L&T Liquid Fund and L&T Cash Fund. For L&T Liquid Fund and L&T Cash Fund it is Rs. 1000.
  - b. STP will be registered within 7 calendar days from the date of your request.
  - c. You can cancel a registered STP at any time by submitting a written request. The cancellation will be processed within 15 days.
- d. If the plan/option if the source scheme is not mentioned and there is only one plan/option available in the folio, the STP will be processed.
- e. If the plan/option of the target scheme is not mentioned, the STP will be processed as per the default options mentioned in the Scheme Information Document of the respective scheme.
- f. In case the criterion of the minimum amount for the purpose of transfer of units under the STP facility is not met, the AMC reserves the right to discontinue the STP/cancel the registration for STP..
- g. Daily STP is available only for fixed amounts.
- h. STP transfers can be made on a daily basis i.e. Monday to Friday subject to such days being business days.
- i. **Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**
4. **Signatures:** All signatures should be in English or any other Indian Language. Thumb impressions should be from the left hand in case of males and right hand in case of females. All such thumb impressions need to be attested by a Magistrate, Notary Public or Special Executive Magistrate under his/her official seal.
5. **Employees Unique Identification Number (EUIIN):** If you are making this investment based on an investment advise received from your distributor, please quote the Employees Unique Identification Number (EUIIN) of your relationship manager in the Application Form.  
  
If your distributor has, however, not given you any advice pertaining to the investment or your investment decision is not withstanding the advice provided by your distributor regarding inappropriateness of the scheme vis-a-vis your investment needs, the EUIIN box may be left blank. In this case, please sign in the space provided in Section B to confirm your acceptance to the declaration stated therein.

call 1800 4190 200 or 1800 2000 400

email investor.line@lntmf.co.in

www.lfcs.com

**Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL08022

# IDCW Transfer Plan Enrolment Form

Time Stamp

Please refer to the general instructions for assistance and complete all sections in English. For legibility, please use BLOCK LETTERS in black or dark ink

Distributor/RIA Code	Sub-Distributor ARN	Sub-Distributor Code	EUIN	Branch Code

Initial Commission will be paid by the investor directly to the distributor, based on assessment of various factors including the service rendered by the Distributor.

Transaction Charges: SEBI (Mutual Fund) Regulations allow deduction of transaction charges of Rs. 100/- from your investment for payment to your distributor if your distributor has opted to receive transaction charges for investments sourced by him. The transaction charges deductible are Rs. 150/- if you are investing in Mutual Funds for the first time. If you are making a SIP Investment, the transaction charges would be deducted over 3-4 instalments. No transaction charges would be levied if you are not investing through a Distributor or your investment amount is less than Rs.10,000/-. If this is the first time, you are investing in any mutual fund, please tick here

Investor's Declaration where EUIN is not furnished: I/We confirm that the EUIN box has been intentionally left blank by me/us as this is an "execution only" transaction without any interaction or advice by the employee/relationship manager/sales person of the above distributor and/or notwithstanding the advice of inappropriateness, if any, provided by the employee/relationship manager/sales person of distributor and the distributor has not charged any advisory fees on this transaction.

Sole/1st Applicant	2nd Applicant	3rd Applicant
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## APPLICANT INFORMATION

Name of Sole/1st Unit Holder: First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_ Folio No. \_\_\_\_\_

PAN/PEKRN\*\* \_\_\_\_\_ First Unit Holder \_\_\_\_\_ Second Unit Holder \_\_\_\_\_ Third Unit Holder \_\_\_\_\_

KIN\* \_\_\_\_\_ First Unit Holder \_\_\_\_\_ Second Unit Holder \_\_\_\_\_ Third Unit Holder \_\_\_\_\_

Date of Birth\* (1st Unit Holder) [D][D][M][M][Y][Y][Y][Y] Date of Birth\* (2nd Unit Holder) [D][D][M][M][Y][Y][Y][Y] Date of Birth\* (3rd Unit Holder) [D][D][M][M][Y][Y][Y][Y]

Mobile No. +91- \_\_\_\_\_ E-mail ID \_\_\_\_\_

KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.  
 ^ 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).

## SOURCE SCHEME (From where you wish to transfer the amount) TARGET SCHEME (To where you wish to transfer the amount)

Scheme Name L&T _____ Plan (✓) <input type="checkbox"/> Direct <input type="checkbox"/> Non-direct Option (✓) <input type="checkbox"/> IDCW@ Reinvestment <input type="checkbox"/> IDCW@ Payout IDCW@ frequency _____	Scheme Name L&T _____ Plan (✓) <input type="checkbox"/> Direct <input type="checkbox"/> Non-direct Option (✓) <input type="checkbox"/> Growth* <input type="checkbox"/> Bonus^ <input type="checkbox"/> IDCW@ Reinvestment <input type="checkbox"/> IDCW@ Payout IDCW@ frequency _____
--	---

\*Default option if not selected

^Available in select schemes only

**Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**

@Note: IDCW stands for 'Income Distribution cum Capital Withdrawal option'. The amounts can be distributed out of investors' capital (Equalization Reserve), which is part of the sale price that represents realized gains, as may be declared by the Trustees at its discretion from time to time (subject to the availability of distributable surplus as calculated in accordance with the Regulations).

## DECLARATION, CONSENT & SIGNATURES

I/We have understood the contents of the Scheme Information Document of the respective Target scheme(s) and the Statement of Additional Information and the terms and conditions overleaf. I/We hereby apply to the Trustees of L&T Mutual Fund for the DTP enrolment and agree to abide by the terms and conditions of the Scheme(s)/Plan(s) and DTP.

I/We hereby accord my/our consent to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/us, including all changes, updates to such information as and when provided by me/ us to the group companies of L&T Financial Services for any valid business purposes including marketing or sales promotion or with any statutory or judicial authorities, without any prior intimation to me/us, until notified by me/us otherwise.

Sole/First Applicant/Guardian	Second Applicant (Not applicable if first applicant is minor)	Third Applicant (Not applicable if first applicant is minor)
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## ACKNOWLEDGEMENT SLIP (To be filled in by the Applicant)

Received from \_\_\_\_\_ Folio no/ Application no: \_\_\_\_\_

Mobile No: \_\_\_\_\_ PAN: \_\_\_\_\_

Request submitted \_\_\_\_\_

Subject to further verification and furnishing of mandatory information/ documents. Please retain this slip until processed

## FEATURES AND TERMS AND CONDITIONS OF IDCW TRANSFER PLAN

Please read the below instructions carefully before filling the form. Please fill up the form in English in BLOCK LETTERS with black ink. All information sought in the form is mandatory except where it is specifically indicated as optional.

- IDCW stands for 'Income Distribution cum Capital Withdrawal option'
- IDCW Transfer Plan (DTP) facility is available in the IDCW options under all open ended schemes of the Fund except L&T Tax Advantage Fund where in the said scheme can only be the Source scheme and not the Target Scheme.
- The minimum amount of IDCW eligible for transfer under the DTP facility is Rs. 100 (as reduced by the amount of applicable statutory levy). In case the amount of IDCW is less than or equal to Rs. 100 per folio, the same will get compulsorily reinvested in the Source Scheme as per applicable NAV.
- Under the DTP facility, IDCW declared in the Sources Scheme will be automatically invested in the Target Scheme as per the applicable NAV of the Business Day immediately succeeding the record date.
- The provisions pertaining to "Minimum Initial Application Amount" and "Minimum Additional Application Amount" in respect of the Target Scheme will not be applicable for the investments made through the DTP facility.
- Units allotted under the DTP facility will be subject to exit load as per the provisions specified in the Scheme Information Document of the Target Scheme.
- **Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**
- **Permanent Account Number (PAN):** Furnishing of PAN is mandatory for all applicants except where specific dispensation is provided under law.

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call 1800 4190 200 or 1800 2000 400

email [investor.line@Intmf.co.in](mailto:investor.line@Intmf.co.in)

[www.Intmf.com](http://www.Intmf.com)

**Note: Effective February 1, 2021, units will be allotted only upon receipt of subscription amount by the Fund House for utilisation irrespective of any scheme category/investment amount. Net Asset Value (NAV) will be applied based on realization of funds for all purchases including systematic transactions registered prior or post February 1, 2021.**

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**

CL08022





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# Third Party Payment Declaration Form

Please refer to the Third Party Payment Rules and Instructions carefully before completing this Form

## FOR OFFICE USE ONLY

Date of Receipt	Folio No.	Branch Trans. No.
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### 1. BENEFICIAL INVESTOR INFORMATION (Refer instruction no. 2a)

Folio No. (For existing investor)  Application No.

#### NAME OF BENEFICIAL INVESTOR (Refer instruction no. 2b)

F i r s t n a m e  M i d d l e n a m e  L a s t n a m e

### 2. THIRD PARTY INFORMATION (Refer instruction no. 3)

#### NAME OF THIRD PARTY (PERSON MAKING THE PAYMENT)

F i r s t n a m e  M i d d l e n a m e  L a s t n a m e

Nationality

PAN/PEKRN\*\*  First Unit Holder  Second Unit Holder  Third Unit Holder

KIN\*  First Unit Holder  Second Unit Holder  Third Unit Holder

Date of Birth\* (1st Unit Holder)  Date of Birth\* (2nd Unit Holder)  Date of Birth\* (3rd Unit Holder)

Mobile No. +91-  E-mail ID

KYC is mandatory. Please enclose copies of KYC acknowledgement letters for all applicants. \*\*PEKRN required for Micro investments upto Rs. 50,000 in a year.

^ 14 digit KYC Identification Number (KIN) and Date of Birth is mandatory for Individual(s) who has registered under Central KYC Records Registry (CKYCR).

#### NAME OF CONTACT PERSON & DESIGNATION (in case of Non-Individual Third Party)

F i r s t n a m e  M i d d l e n a m e  L a s t n a m e

Designation

#### MAILING ADDRESS (P.O. Box Address may not be sufficient)

City/Town  State  Pin

#### CONTACT DETAILS

Tel. (O) (ISD/STD)  Tel. (R) (ISD/STD)  Mobile + 9 1

Fax  Email ID

### RELATIONSHIP OF THIRD PARTY WITH THE BENEFICIAL INVESTOR (Refer Instruction No. 3) [Please tick (✓) as applicable]

Status of the Beneficial Investor	<input type="checkbox"/> FPI <input type="checkbox"/> Client	<input type="checkbox"/> Employee(s)	<input type="checkbox"/> Empanelled Distributor	<input type="checkbox"/> Agent Distributor <input type="checkbox"/> Dealer
Relationship of Third Party with the Beneficial Investor	Custodian SEBI Registration No. of Custodian <input type="text"/>	Employer	AMC	Corporate
Declaration by Third Party	Registration Valid Till <input type="text"/> I/We declare that the payment is made on behalf of FPI/Client and the source of this payment is from funds provided to us by FPI/Client.	I/We declare that the payment is made on behalf of employee(s), as per the list enclosed herewith, under Systematic Investment Plan or lump sum/one time subscription through Payroll Deductions or deductions out of expense re reimbursements.	I/We declare that the payment is made on behalf of empanelled distributors on account of commission/incentive etc.in the form of Mutual Fund units through Systematic Investment Plan or lump sum/one time subscription	I/We declare that the payment is made on behalf of agents/dealer/distributor on account of commission/incentive payable for sale of its goods/services.in the form of Mutual Fund units through Systematic Investment Plan or lump sum/one time subscription

### 3. THIRD PARTY PAYMENT DETAILS (Refer instruction no. 4) - Maximum value should not exceed Rs. 50,000

Mode of Payment (Please tick ✓)	Mandatory Enclosure(s)*
<input type="checkbox"/> Cheque	In case the account number and account holder name of the third party is not pre-printed on the cheque then a copy of the bank passbook/ statement of bank account or letter from the bank certifying that the third party maintains a bank account.
<input type="checkbox"/> Pay Order <input type="checkbox"/> Demand Draft <input type="checkbox"/> Banker's Cheque	<b>Procured against registered pay-in account:</b> <b>Any one of the following (please tick ✓)</b> <input type="checkbox"/> Letter from Bank Manager with details of account holder's name, bank account number and PAN as per bank records (if available) or <input type="checkbox"/> Debit instruction from the bank, mentioning the bank account details and name of the Third Party, or <input type="checkbox"/> A copy of the passbook/bank statement evidencing the debit for issuance of a Demand Draft / Pay Order. <b>Procured against cash (For investments below ₹ 50,000/- only):</b> A banker's certificate for issuance of a Demand Draft / Pay Order against cash stating the name of the Third Party, bank account number and PAN as per bank record (if available) Copy of the Instruction to the Bank stating the Bank Account Number which has been debited.
<input type="checkbox"/> RTGS <input type="checkbox"/> NEFT <input type="checkbox"/> Fund Transfer	

\* L&T Mutual Fund / L&T Investment Management Limited ("LTIML") reserves the right to seek information and/or obtain such other additional documents/information from the Third Party for establishing the identity of the Third Party.

Amount# in figures (₹) <input type="text"/>	in words <input type="text"/>
Cheque/DD/PO/UTR No. <input type="text"/>	Cheque/DD/PO/RTGS Date <input type="text"/>

Pay-in Bank A/c No.

Name of the Bank

Branch  Bank City

Account Type (Please ✓)  Savings  Current  NRE  NRO  FCNR  Others  (please specify)

# including Demand Draft charges, if any.

#### 4. DECLARATION & SIGNATURE (Refer instruction no. 5)

##### THIRD PARTY DECLARATION

I/We confirm having read and understood the Third Party Payment rules, as given below and hereby agree to be bound by the same.

I/We declare that the information declared herein is true and correct, which L&T Mutual Fund is entitled to verify directly or indirectly. I/We agree to furnish such further information as L&T Mutual Fund may require from me/us. I/We agree that, if any such declarations made by me/us are found to be incorrect or incomplete, L&T Mutual Fund is not bound to pay any interest or compensation of whatsoever nature on the said payment received from me/us and shall have absolute discretion to reject / not process the Application Form received from the Beneficial Investor(s) and refund the subscription monies.

I/We hereby declare that the amount invested in the Scheme is through legitimate sources only and does not involve and is not designed for the purpose of any contravention or evasion of any Act, Rules, Regulations, Notifications or Directions issued by any regulatory authority in India. I/We will assume personal liability for any claim, loss and/or damage of whatsoever nature that L&T Mutual Fund may suffer as a result of accepting the aforesaid payment from me/us towards processing of the transaction in favour of the Beneficial Investor(s) as detailed in the Application Form.

##### APPLICABLE TO NRIS ONLY :

I/We confirm that I am/We are Non-Resident of Indian Nationality/Origin and I/We hereby confirm that the funds for subscription have been remitted from abroad through normal banking channels or from funds in my / our Non-Resident External / Ordinary Account /FCNR Account.

Please (✓)  Yes  No

If yes, (✓)  Repatriation basis  
 Non-repatriation basis

D | D | M | M | Y | Y | Y | Y

\_\_\_\_\_  
Signature of the Third Party

##### BENEFICIAL INVESTOR(S) DECLARATION & SIGNATURE/S

I/We certify that the information declared herein by the Third Party is true and correct.

I/We acknowledge that L&T Mutual Fund reserves the right in its sole discretion to reject/not process the Application Form and refund the payment received from the aforesaid Third Party and the declaration made by the Third Party will apply solely to my/our transaction as the Beneficial Investor(s) detailed in the Application Form. L&T Mutual Fund will not be liable for any damages or losses or any claims of whatsoever nature arising out of any delay or failure to process this transaction due to occurrences beyond the control of L&T Mutual Fund.

\_\_\_\_\_  
\*Sole/First Applicant/Guardian

\_\_\_\_\_  
Second Applicant

\_\_\_\_\_  
Third Applicant

\* Authorised signatory on behalf of employee(s), as per the list enclosed.

D | D | M | M | Y | Y | Y | Y

#### THIRD PARTY PAYMENT RULES

1. In accordance with AMFI best practice guidelines Circular No. 16/2010-11, pertaining to "risk mitigation process against Third Party instruments and other payment modes for mutual fund subscriptions", mutual funds/asset management companies shall ensure that Third-Party payments are not used for mutual fund subscriptions.
- 2a. The following words and expressions shall have the meaning specified herein:
  - (a) "Beneficial Investor" is the first named applicant/investor in whose name the application for subscription of Units is applied for with the Mutual Fund.
  - (b) "Third Party" means any person making payment towards subscription of Units in the name of the Beneficial Investor.
  - (c) "Third Party payment" is referred to as a payment made through instruments issued from a bank account other than that of the first named applicant/investor mentioned in the application form.

In case of payments from joint bank account, the first holder of the mutual fund folio has to be one of the joint holders of the bank account from which the payment is made.

**Illustrations**

**Illustration 1:** An Application submitted in joint names of A, B & C along with cheque issued from a bank account in names of B, C & Y. This will be considered as Third Party payment.

**Illustration 2:** An Application submitted in joint names of A, B & C along with cheque issued from a bank account in names of C, A & B. This will not be considered as Third Party payment.

**Illustration 3:** An Application submitted in joint names of A, B & C along with cheque issued from a bank account in name of A. This will not be considered as Third Party payment.
- 2b. L&T Mutual Fund will not accept subscriptions with Third Party payments except in the following exceptional cases, which is subject to submission of requisite documentation/ declarations:
  - (i) Payment by Employer on behalf of employee(s) under Systematic Investment Plan (SIP) or lump sum/one-time subscription, through Payroll deductions or deductions out of expense re imbursements.
  - (ii) Custodian on behalf of an Foreign Institutional Investor (FII) or a Client
  - (iii) Payment by an AMC to its empanelled distributor on account of commission/incentive etc. in the form of Mutual Fund units through SIP or lump sum/one time subscription.
  - (iv) Payment by a Corporate to its Agent/Dealer/Distributor on account of commission or incentive payable for sale of its goods/services in the form of Mutual Fund units through SIP or lump sum/one time subscription.
- 2c. Applications submitted through the above mentioned 'exceptional cases' are required to comply with the following, without which applications for subscriptions for units will be rejected / not processed/ refunded.
  - (i) KYC Acknowledgement letter (as issued by CDSL Ventures Limited) of the Beneficial Investor and the person making the payment i.e. Third Party.
  - (ii) Declaration Form containing the details of the bank account from which the payment is made and the relationship with the investor(s). The declaration has to be given by the person making the payment i.e., third party. The said form shall be available at Investor Service Centres of the Fund or can be downloaded from our website [www.ltf.com](http://www.ltf.com).
- 2d. Investor(s) are requested to note that any application for subscription of Units of the Scheme(s) of L&T Mutual Fund accompanied with Third Party payment other than the above mentioned exceptional cases as described in Rule (2b) above is liable for rejection without any recourse to Third Party or the applicant investor(s).

The above mentioned Third Party Payment Rules are subject to change from time to time. Please contact any of the Investor Service Centres of L&T Mutual Fund for any further information or updates on the same.

## INSTRUCTIONS FOR THIRD PARTY PAYMENT DECLARATION FORM

### 1. GENERAL INSTRUCTIONS

Please read the terms of the Key Information Memorandum, the Scheme Information Document carefully before making an investment decision and filling up the Application Form. Investors are deemed to have accepted the terms of subject to which these offers are being made and bind themselves to the terms upon signing the Application Form and tendering payment for investment.

#### Manner of filling Application Form

Manner must be completed in BLOCK LETTERS in ENGLISH.

Please tick in appropriate box for relevant options wherever applicable. Signatures should be in English or in any Indian Language. Thumb impressions must be attested by a Magistrate/Notary Public under his/her official seal. Submission of Application: Duly completed applications along with full payment must be remitted at the designated Collection Centres or may be routed through Agents of L&T Mutual Fund. Note: Kindly retain the acknowledgement slip initiated/stamped by the collecting authority.

### 2. BENEFICIAL INVESTOR INFORMATION

a. The Third Party should provide the Folio Number of the Beneficial Investor already having an account in any of the L&T Mutual Fund Schemes in Section 1. In case the Beneficial Investor does not have a Folio Number, the Third Party should mention the Application Number as stated in the Application Form. Name must be written in full.

b. Investors are requested to provide the name of Guardian or name of the FII/Client, if the Beneficial Investor is a FII/Client. Please note that the name of the First/Sole Applicant should be match with the details mentioned in the Application Form. If the Beneficial Investors are employees, a separate list of employees mentioning their codes and signatures and list of authorised signatories on behalf of employees along with the KYC compliance and PAN details of each employees shall be furnished by the employer on its letterhead.

If the Beneficial Investors are empanelled distributors, a separate list of the distributors mentioning their ARN numbers and signatures shall be furnished.

If the Beneficial Investors are agents/distributors/dealers, a separate list of the agents/distributors/dealers with their signatures and list of authorised signatories on behalf of agents/distributors/dealers along with the KYC compliance and PAN details of each agent/distributor/dealer shall be furnished by the employer on the letter head.

### 3. THIRD PARTY INFORMATION

"Third Party" Custodian or Employer, making payment towards subscription of Units in the name of the Beneficial Investor(s).

Full Name and relationship of Third Party with the Beneficial Investor must be provided.

The Relationship declared by the Third Party will suggest that the payment made on behalf of Beneficial Investor(s) is:

- On behalf of employee under Systematic Investment Plans or as lump sum/one-time subscription, through Payroll deductions or deductions out of expense re-imbursments. made by employer; or
- On behalf of an FPI or a Client made by the Custodian.
- Payment by an AMC to its empanelled distributor on account of commission/incentive etc. in the form of Mutual Fund units through SIP or lump sum/one time subscription.
- Payment by a Corporate to its Agent/Dealer/Distributor on account of commission or incentive payable for sale of its goods/services in the form of Mutual Fund units through SIP or lump sum/one time subscription.

Mailing address and contact details of Third Party must be written in full.

### 4. THIRD PARTY PAYMENT DETAILS

Third Party must provide in the Declaration Form the details of the Pay-in Bank Account i.e. account from which subscription payment is made in the name of the Beneficial Investor(s).

The Declaration Form with incomplete payment details shall be rejected. The following document(s) is/are required to be submitted by Third Party as per the mode of payment selected:

#### (i) Source of funds - if paid by cheque

In case the account number and account holder name of the third party is not pre-printed on the cheque, then the third party should provide any one of the following documents:

- A copy of the bank passbook or a statement of bank account having the name and address of the account holder and account number; or
- A letter (in original) from the bank on its letterhead certifying that the third party maintains an account with the bank, along with information like bank account number, bank branch, account type, the MICR code of the branch & IFSC Code (where available). The said letter should be certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number.

The original documents along with the documents mentioned above should be submitted to the Official Points of Acceptance of L&T Mutual Fund. The copy of such documents will be verified with the original documents to the satisfaction of the L&T Mutual Fund / Registrar and Transfer Agent. The original documents will be returned across the counter after due verification.

#### (ii) Source of funds - if funded by pre-funded investments such as Pay Order, Demand Draft, Banker's cheque etc. against registered Pay-in account

- a proof of debit to the investor's bank account in the form of a bank manager's certificate with details of account holder's name, bank account number and PAN as per bank records, if available, or
- a copy of the acknowledgement from the bank, wherein the instructions to debit carry the bank account details and name of the investor as an account holder are available, or
- a copy of the passbook/bank statement evidencing the debit for issuance of a DD.

#### (iii) Source of funds - if paid by RTGS, Bank Account-to-Account Transfer, NEFT, ECS, etc.

- In such case, investor is required to provide a copy which has been provided to the Bank indicating the account number and the debit instructions.
- For payment through online mode AMC may match payer account details with registered Pay-in bank accounts of the Investor.

#### (iv) Source of funds - if paid by a pre-funded instrument issued by the Bank against Cash

Subscription through a pre-funded instrument procured against cash shall only be accepted for investments below ₹ 50,000/-. Investor is required to provide a banker's certificate for issuance of a DD against cash stating the investor's name, bank account number and PAN as per bank record (if available).

However, investors are requested to note that such bank account number of the investor is same as the one of the registered bank account mandate(s) with the mutual fund or with the bank details mentioned in the Application Form.

### 5. SIGNATURE(S)

Signature(s) should be in English or in any Indian Language. Declarations on behalf of minors/FII clients/Employee/Agent/Dealer/Distributor should be signed by their Guardian/Custodian/Employer/AMC/Corporate respectively.

### 6. PERMANENT ACCOUNT NUMBER

As per SEBI Circular dated April 27,2007, Permanent Account Number (PAN) has been made the sole identification number for all participants transacting in the securities market, irrespective of the amount of transaction, effective July 2, 2007. Transactions by unit holder/investors who fail to submit copy of PAN are liable to be rejected.

Accordingly, it is mandatory for all investors to quote their Permanent Account Number (PAN) and submit certified copy of the PAN card issued by the Income Tax Department, irrespective of the amount of investment, while making an application for Purchase of Units. In case of joint holding, PAN details of all holders should be submitted. In case the application is on behalf of minor, PAN details of the Guardian must be submitted. Furnishing an incorrect PAN or not furnishing these details could invite a penalty of ₹ 10,000 as per the extant provisions of the Income Tax Act, 1961.

However, there are certain nature of transactions and type of clients for which PAN is not mandatory, as mentioned below:

- Micro SIPs: SIPs upto ₹ 50,000/- per year per investor;
- Investments from investors residing in the state of Sikkim;
- Investments from Central Government, State Government and the official appointed by the Courts e.g. Official Liquidator, Court Receiver etc. (under the category of Government).

In all the above cases, Investors are requested to submit such documents as mentioned under "Non PAN based KYC applicability" under the Section "Know Your Customer".

### 7. PREVENTION OF MONEY LAUNDERING

SEBI vide its circular reference number ISD/CIR/RR/AML/1/06 dated January 18, 2006 mandated that all intermediaries including Mutual Funds should formulate and implement a proper policy framework as per the guidelines on anti money laundering measures and also to adopt a Know Your Customer (KYC) policy.

The Third Party should ensure that the amount invested in the Scheme is through legitimate sources only and does not involve and is not designated for the purpose of any contravention or evasion of the provisions of the Income Tax Act, Prevention of Money Laundering Act (PMLA), Prevention of Corruption Act and / or any other applicable law in force and also any laws enacted by the Government of India from time to time or any rules, regulations, notifications or directions issued thereunder.

To ensure appropriate identification of the Third Party and with a view to monitor transactions for the prevention of money laundering, L&T Mutual Fund reserves the right to seek information and/or obtain and retain documentation for establishing the identity of the third party, proof of residence, source of funds, etc. It may re-verify identity and obtain any incomplete or additional information for this purpose.

L&T Mutual Fund and their Directors, employees and agents shall not be liable in any manner for any claims arising whatsoever on account of freezing the folios/rejection of any application / allotment of Units or mandatory redemption of Units due to non compliance with the provisions of the Act, SEBI/AMFI circular(s) and KYC policy and / or where the AMC believes that transaction is suspicious in nature within the purview of the Act and SEBI/AMFI circular(s) and reporting the same to FIU-IND.

**8. KNOW YOUR CUSTOMER (KYC) COMPLIANCE**

- a. KYC is mandatory for investment in mutual funds and all applicants need to comply with this requirement.
- b. With effect from 1st February 2017, any individual customer who is new to KRA system and whose KYC is not registered or verified in the KRA system, needs to fill in new KYC form viz., "CKYC Form" to comply with the KYC requirements. For more information on KYC requirements, please visit our web site ([www.lfcs.com](http://www.lfcs.com)) or speak to your investment adviser.
- For non-Individual applicants, KYC Compliance requires identification of the customer by seeking relevant information on incorporation, commencement of business, tax status, nature of entity, nature of business, address and certain details of Promoters/Partners/Trustees/Whole Time Directors/Kartas of HUF. SEBI has appointed KYC Registration Agencies (KRA) to facilitate a single KYC across all SEBI registered intermediaries. For more information on KYC requirements, please visit our web site or speak to your investment adviser.
- c. If the investment is being made on behalf of a minor applicant, the Guardian needs to comply with KYC requirements.
- d. If the investment is being made by a Constituted Attorney on behalf of an applicant, the Attorney needs to comply with KYC requirements.

• **Non PAN Based KYC applicability**

For certain nature of transactions and type of clients, PAN is not mandatory. In such cases, common standard KYC through CVL will not apply. In such cases, the client will have to submit certain documents as elaborated below and KYC will be handled by the AMC/Registrar & Transfer Agent i.e. Computer Age Management Services Private Limited directly. Such nature of transaction and type of clients and the documents required for successful completion of KYC is mentioned below:

**A. Micro SIPs: Micro schemes such as Micro SIPs upto ₹ 50,000/- per year per investor**

Documents required

1. Standard specified identification instruments like Voter ID card, Government/Defence ID card, Card of reputed employer, Driving Licence, Passport in lieu of PAN.
2. Proof of address copy. It is clarified that where photo identification document contains the address of the investor, a separate proof of address is not required.

3. Supporting documents copy shall be self-attested by the investor/attested by the ARN holder mentioning the ARN number or attested by any competent authority.

However, it is clarified that Investors with PAN are required to follow PAN based common standard KYC through CVL procedure as mentioned above.

**B. Investments from investors residing in Sikkim**

Documents required

1. Proof of address of Sikkim state and application form should mention the same address.
2. Address proof shall be self-attested by the investor/attested by the ARN holder mentioning the ARN number or attested by any competent authority.

**C. Investments from Central Government, State Government and the officials appointed by the courts, e.g., Official Liquidator, Court receiver, etc., (under the category of Government)**

Documents required

1. Proof of identity as documentary evidence in support of the claim for such an exemption.
2. Such proof shall be self-attested by the investor/attested by the ARN holder mentioning the ARN number or attested by any competent authority.

For complying with the KYC requirement, all the investors could approach POS or CVL for submitting their KYC Application Form (KAF) and the mandatory documents of Proof of Identity and Proof of Address. The list of all documents required to fill up the form and the detailed process is mentioned above and can be found in the KYC Application Form. An updated list of POS is available at [www.lfcs.com](http://www.lfcs.com) and at [www.cvlindia.com](http://www.cvlindia.com).

After verification of the KYC Application Form and accompanying documents, investors will receive a letter certifying their KYC compliance. Investors are requested to visit the Knowledge Centre Section of our website [www.lfcs.com](http://www.lfcs.com) and also read the KYC section of Statement of Additional Information (SAI) in detail.

Investors are requested to note that KYC would be subject to verification of the veracity of the claim of the investors by collecting sufficient documentary evidence. The AMC reserves the right to ask for the necessary documentation to the satisfaction of the mutual fund.

The AMC, under powers delegated by the Trustee, shall have absolute discretion to reject any application, prevent further transactions by a Unit holder, if after due diligence, the investor/unitholder/a person making the payment on behalf of the investor does not fulfil the requirements of the KYC Policy or the AMC believes that the transaction is suspicious in nature with regard to money laundering.

# Know Your Customer (KYC) Application Form | Individual



**Important Instructions:**

- A. Fields marked with "\*" are mandatory fields.
- B. Tick " " wherever applicable.
- C. Please fill the form in English and BLOCK letters.
- D. Please fill the date in DD-MM-YY format.
- E. For particular section update, please tick ( ) in the box section number and strike off the sections not required to be updated.
- F. Please read section wise detailed guide
- G. List of State/U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- H. List of two character ISO 3166 country codes is available at the end.
- I. KYC number of applicant is mandatory for update application.
- J. The 'OTP based E-KYC' check box is to be checked for accounts opened using OTP based E-KYC in non-face to face mode

<b>For office use only</b>	Application Type* <input type="checkbox"/> New <input type="checkbox"/> Update
(To be filled by financial institution)	KYC Number <input style="width: 150px;" type="text"/> (Mandatory for KYC update request)
	Account Type* <input type="checkbox"/> Normal <input type="checkbox"/> Minor <input type="checkbox"/> Aadhaar OTP based E-KYC (in non-face to face mode)

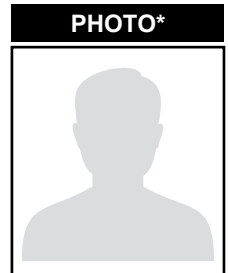
## 1. Personal Details (Please refer instruction A at the end)

	Prefix	First Name	Middle Name	Last Name
<input type="checkbox"/> Name* (Same as ID proof)	<input style="width: 30px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
Maiden Name	<input style="width: 30px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
Father / Spouse Name*	<input style="width: 30px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
Mother Name	<input style="width: 30px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>
Date of Birth*	<input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>			
Gender*	<input type="checkbox"/> M- Male	<input type="checkbox"/> F- Female	<input type="checkbox"/> T- Transgender	
PAN*	<input style="width: 100px;" type="text"/>		<input type="checkbox"/> FORM 60 furnished	
Marital Status*	<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Others	
Citizenship*	<input type="checkbox"/> IN- Indian	<input type="checkbox"/> Others – Country <input style="width: 100px;" type="text"/>		Country Code <input style="width: 20px;" type="text"/>
Residential Status*	<input type="checkbox"/> Resident Individual	<input type="checkbox"/> Non Resident Indian	<input type="checkbox"/> Foreign National	<input type="checkbox"/> Person of Indian Origin

## 2. PROOF OF IDENTITY AND ADDRESS\* (Please refer instruction B at the end)

Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

<input type="checkbox"/> A-Passport Number	<input style="width: 100px;" type="text"/>	Passport Expiry Date	<input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
<input type="checkbox"/> B-Voter ID Card	<input style="width: 150px;" type="text"/>		
<input type="checkbox"/> C-Driving Licence	<input style="width: 100px;" type="text"/>	Driving Licence Expiry Date	<input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
<input type="checkbox"/> D-NREGA Job Card	<input style="width: 150px;" type="text"/>		
<input type="checkbox"/> E-National Population Register Letter	<input style="width: 150px;" type="text"/>		
<input type="checkbox"/> F-Proof of Possession of Aadhaar	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>		
II <input type="checkbox"/> E-KYC Authentication	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>		
III <input type="checkbox"/> Offline verification of Aadhaar	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>		



Signature /Thumb Impression across photo without covering the face

**Address [For other than resident Individual, please mention Overseas Address]**

Line 1*	<input style="width: 100%; height: 20px;" type="text"/>		
Line 2	<input style="width: 100%; height: 20px;" type="text"/>		
Line 3	<input style="width: 100%; height: 20px;" type="text"/>		City/Town/Village* <input style="width: 50px;" type="text"/>
District*	Pin/Post Code* <input style="width: 50px;" type="text"/>	State/U.T Code* <input style="width: 20px;" type="text"/>	ISO 3166 Country Code* <input style="width: 20px;" type="text"/>

## 3. CURRENT ADDRESS DETAILS (Please refer instruction B at the end)

- Same as above mentioned address (In such cases address details as below need not be provided)
- I. Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

<input type="checkbox"/> A-Passport Number	<input style="width: 100px;" type="text"/>
<input type="checkbox"/> B-Voter ID Card	<input style="width: 150px;" type="text"/>
<input type="checkbox"/> C-Driving Licence	<input style="width: 100px;" type="text"/>
<input type="checkbox"/> D-NREGA Job Card	<input style="width: 150px;" type="text"/>
<input type="checkbox"/> E-National Population Register Letter	<input style="width: 150px;" type="text"/>
<input type="checkbox"/> F-Proof of Possession of Aadhaar	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>
II <input type="checkbox"/> E-KYC Authentication	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>
III <input type="checkbox"/> Offline verification of Aadhaar	<i>No need to attach. Aadhaar card. If submitted, Aadhaar Number to be masked by the customer</i>
IV <input type="checkbox"/> Deemed Proof of Address – Document Type code	<input style="width: 20px;" type="text"/>

**Address**

Line 1*	<input style="width: 100%; height: 20px;" type="text"/>		
Line 2	<input style="width: 100%; height: 20px;" type="text"/>		
Line 3	<input style="width: 100%; height: 20px;" type="text"/>		City/Town/Village* <input style="width: 50px;" type="text"/>
District*	Pin/Post Code* <input style="width: 50px;" type="text"/>	State/U.T Code* <input style="width: 20px;" type="text"/>	ISO 3166 Country Code* <input style="width: 20px;" type="text"/>



**4. Contact Details** (All communications will be sent to Mobile number/Email-ID provided) (Please refer instruction **C** at the end)

Tel. (Off)  -  Tel. (Res)  -  Mobile  -    
 Email ID

**5. Remarks** (If any)

**6. Applicant Declaration**

- I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
- I hereby declare that I am not making this application for the purpose contravention of any Act, Rules, Regulations or any statute of legislation or any notifications/directions issued by any governmental or statutory authority from time to time
- I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address.

[Signature/Thumb Impression]

Date:    -    -       
 Place:

Signature/Thumb Impression of Applicant

**7. Attestation / For Office Use only**

- Documents Received  Certified Copies  E-KYC data received from UIDAI  Data received from Offline verification  Digital KYC Process   
 Equivalent e-document  Video Based KYC

**KYC documents verification carried out by**

Date:    -    -       
 Emp. Name   
 Emp. Code   
 Emp. Designation   
 Emp. Branch

[Employee Signature]

**Institution details**

Name   
 Code

[Institution Stamp]

**In-Person Verification (IPV) carried out by**

Date:    -    -       
 Emp. Name   
 Emp. Code   
 Emp. Designation   
 Emp. Branch

[Employee Signature]

**Institution details**

[Institution Stamp]

## Instruction / Check list / Guidelines for filling individual KYC Application Form

### General instructions:

1. Self-Certification of documents is mandatory.
2. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the list mentioned under [F].
3. If any proof of identity or address is in a foreign language, then translation into English is required duly attested by the official as indicated above
4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
5. If current & permanent addresses are different, then proofs for both have to be submitted.
6. Sole proprietor must make the application in his individual name & capacity.
7. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport / PIO Card /OCI and overseas address proof is mandatory.
8. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
9. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board / Passport of Minor / Birth Certificate must be provided.

### A. Clarification / Guidelines on filling 'Personal Details' section

1. Name: The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
2. One of the following is mandatory: Mother's name, Spouse's name, Father's name.

### B. Clarification / Guidelines on filling 'Current Address details' section

1. In case of deemed PoA such as utility bill, the document need not be uploaded on CKYCR
2. PoA to be submitted only if the submitted Pol does not have current address or address as per Pol is invalid or not in force.
3. State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses.
4. In Section 2, one of I, II and III is to be selected. In case of online E-KYC authentication, II is to be selected.
5. In Section 3, one of I, II, III and IV is to be selected. In case of online E-KYC authentication, II is to be selected.
6. List of documents for 'Deemed Proof of Address'

Document Code	Description
01	Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill).
02	Property or Municipal tax receipt.
03	Pension or family pension payment orders (PPOs) issued to retired employees by Government Departments or Public Sector Undertakings, if they contain the address.
04	Letter of allotment of accommodation from employer issued by State Government or Central Government Departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies and leave and licence agreements with such employers allotting official accommodation.

7. Regulated Entity (RE) shall redact (first 8 digits) of the Aadhaar number from Aadhaar related data and documents such as proof of possession of Aadhaar, while uploading on CKYCR.
8. "Equivalent e-document" means an electronic equivalent of a document, issued by the issuing authority of such document with its valid digital signature including documents issued to the digital locker account of the client as per rule 9 of the Information Technology (Preservation and Retention of Information by Intermediaries Providing Digital Locker Facilities) Rules, 2016.
9. "Digital KYC process" has to be carried out as stipulated in the PML Rules, 2005.

### C. Clarification / Guidelines on filling 'Contact details' section

1. Please mention two-digit country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999)
2. Do not add '0' in the beginning of Mobile number.

### D. Clarification / Guidelines on filling 'Related Person details' section

1. Provide KYC number of related person, if available.

### E. Clarification on Minor

1. Guardian details are optional for minors above 10 years of age for opening of bank account only
2. However, in case guardian details are available for minor 10 years of age, the same (or CKYCR number of guardian) is to be uploaded.

### F. List of people authorized to attest the documents after verification with the originals:

1. Authorised officials of Asset Management Companies (AMC).
2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
3. KYD compliant mutual fund distributors.
4. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
5. In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy/Consulate General in the country where the client resides are permitted to attest the documents.
6. Government authorised officials who are empowered to issue Apostille Certificates.

### G. List of people authorized to perform In Person Verification (IPV):

1. Authorised officials of Asset Management Companies (AMC).
2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
3. KYD compliant mutual fund distributors.
4. Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (for investors investing directly).
5. In case of NRI applicants, a person permitted to attest documents, may also conduct the In Person Verification and confirm this in the KYC Form.

### H. PAN Exempt Investor Category

1. Investments (including SIPs), in Mutual Fund schemes up to INR 50,000/- per investor per year per Mutual Fund.
2. Transactions undertaken on behalf of Central/State Government, by officials appointed by Courts, e.g., Official liquidator, Court receiver, etc.
3. Investors residing in the state of Sikkim.
4. UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India

## List of two digit state / U.T codes as per Indian Motor Vehicle Act, 1988

State/U.T	Code	State/U.T	Code	State/U.T	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP	Pondicherry	PY
Andhra Pradesh	AP	Jammu & Kashmir	JK	Punjab	PB
Arunachal Pradesh	AR	Jharkhand	JH	Rajasthan	RJ
Assam	AS	Karnataka	KA	Sikkim	SK
Bihar	BR	Kerala	KL	Tamil Nadu	TN
Chandigarh	CH	Lakshadweep	LD	Telangana	TS
Chhattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarkhand	UA
Delhi	DL	Meghalaya	ML	West Bengal	WB
Goa	GA	Mizoram	MZ	Other	XX
Gujarat	GJ	Nagaland	NL		
Haryana	HR	Orissa	OR		

## List of ISO 3166 two digit Country Code

Country	Country Code	Country	Country Code	Country	Country Code	Country	Country Code
Afghanistan	AF	Dominican Republic	DO	Libya	LY	Saint Pierre and Miquelon	PM
Aland Islands	AX	Ecuador	EC	Liechtenstein	LI	Saint Vincent and the Grenadines	VC
Albania	AL	Egypt	EG	Lithuania	LT	Samoa	WS
Algeria	DZ	El Salvador	SV	Luxembourg	LU	San Marino	SM
American Samoa	AS	Equatorial Guinea	GO	Macao	MO	Sao Tome and Principe	ST
Andorra	AD	Eritrea	ER	Macedonia, the former Yugoslav Republic of	MK	Saudi Arabia	SA
Angola	AO	Estonia	EE	Madagascar	MG	Senegal	SN
Anguilla	AI	Ethiopia	ET	Malawi	MW	Serbia	RS
Antarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
Antigua and Barbuda	AG	Faroe Islands	FO	Maldives	MV	Sierra Leone	SL
Argentina	AR	Fiji	FJ	Mali	ML	Singapore	SG
Armenia	AM	Finland	FI	Malta	MT	Sint Maarten (Dutch part)	SX
Aruba	AW	France	FR	Marshall Island	MH	Slovakia	SK
Australia	AU	French Guiana	GF	Martinique	MQ	Slovenia	SI
Austria	AT	French Polynesia	PF	Mauritania	MR	Solomon Island	SB
Azerbaijan	AZ	French Southern Territories	TF	Mauritius	MU	Somalia	SO
Bahamas	BS	Gabon	GA	Moyotte	YT	South Africa	ZA
Bahrain	BH	Gambia	GM	Mexico	MX	South Georgia and the South Sandwich Islands	GS
Bangladesh	BD	Georgia	GE	Micronesia, Federated States of	FM	South Sudan	SS
Barbados	BB	Germany	DE	Moldova, Republic of	MD	Spain	ES
Belarus	BY	Ghana	GH	Monaco	MC	Sri Lanka	LK
Belgium	BE	Gibraltar	GI	Mongolia	MN	Sudan	SD
Belize	BZ	Greece	GR	Montenegro	ME	Suriname	SR
Benin	BJ	Greenland	GL	Montserrat	MS	Svalbard and Jan Mayen	SI
Bermuda	BM	Grenada	GD	Morocco	MA	Swaziland	SZ
Bhutan	BT	Guadeloupe	GP	Mozambique	MZ	Sweden	SE
Bolivia, Plurinational State of	BO	Guam	GU	Myanmar	MM	Switzerland	CH
Bonaire, Sint Eustatius and Saba	BQ	Guatemala	GT	Namibia	NA	Syrian Arab Republic	SY
Bosnia and Herzegovina	BA	Guernsey	GG	Nauru	NZ	Taiwan province of China	TW
Botswana	BW	Guinea	GN	Nepal	NP	Tajikistan	TJ
Bouvet Island	BV	Guinea-Bissau	GW	Netherlands	NL	Tanzania, United Republic of	TZ
Brazil	BR	Guyana	GY	New Caledonia	NC	Thailand	TH
British Indian Ocean Territory	IO	Haiti	HT	New Zealand	NZ	Timor-Leste	TL
Brunei Darussalam	BN	Heard Island and McDonald Islands	HM	Nicaragua	NI	Togo	TG
Bulgaria	BG	Holy See (Vatican City State)	VA	Niger	NE	Tokelau	TK
Burkina Faso	BF	Honduras	HN	Nigeria	NG	Tonga	TO
Burundi	BI	Hong Kong	HK	Niue	NU	Trinidad and Tobago	TT
Cabo Verde	CV	Hungary	HU	Norfolk Island	NF	Tunisia	TN
Cambodia	KH	Iceland	IS	Northern Mariana Islands	MP	Turkey	TR
Cameroon	CM	India	IN	Norway	NO	Turkmenistan	TM
Canada	CA	Indonesia	ID	Oman	OM	Turks and Caicos Islands	TC
Cayman Islands	KY	Iran, Islamic Republic of	IR	Pakistan	PK	Tuvalu	TV
Central African Republic	CF	Iraq	IQ	Palau	PW	Uganda	UG
Chad	TD	Ireland	IE	Palestine, State of	PS	Ukraine	UA
Chile	CL	Isle of Man	IM	Panama	PA	United Arab Emirates	AE
China	CN	Israel	IL	Papua New Guinea	PG	United Kingdom	GB
Christmas Island	CX	Italy	IT	Paraguay	PY	United States	US
Cocos (Keeling) Islands	CC	Jamaica	JM	Peru	PE	United States Minor Outlying Islands	UM
Colombia	CO	Japan	JP	Philippines	PH	Uruguay	UY
Comoros	KM	Jersey	JE	Pitcairn	PN	Uzbekistan	UZ
Congo	CG	Jordan	JO	Poland	PL	Vanuatu	VU
Congo, the Democratic Republic of the	CD	Kazakhstan	KZ	Portugal	PT	Venezuela, Bolivarian Republic of	VE
Cook Islands	CK	Kenya	KE	Puerto Rico	PR	Viet Nam	VN
Costa Rica	CR	Kiribati	KI	Qatar	QA	Virgin Islands, British	VG
Cote d'Ivoire   Code d'Ivoire	CI	Korea, Democratic People's Republic of	KP	Reunion   Reunion	RE	Virgin Island, U.S.	VI
Croatia	HR	Korea, Republic	KR	Romania	RO	Wallis and Futuna	WF
Cuba	CU	Kuwait	KW	Russian Federation	RU	Western Sahara	EH
Curacao   Curacao	CW	Kyrgyzstan	KG	Rwanda	RW	Yemen	YE
Cyprus	CY	Lao People's Democratic Republic	LA	Saint Barthelemy   Saint Barthelemy	BL	Zambia	ZM
Czech Republic	CZ	Latvia	LV	Saint Helena, Ascension and Tristan da Cunha	SH	Zimbabwe	ZW
Denmark	DK	Lebanon	LB	Saint Kitts and Nevis	KN		
Djibouti	DJ	Lesotho	LS	Saint Lucia	LC		
Dominica	DM	Liberia	LR	Saint Martin (French Part)	MF		

# Supplementary CKYC Form

## Know Your Client (KYC) Application Form

(To be additionally filled by customers using old KYC form)



### For Individuals Only

(Please fill the form in English and in BLOCK Letters)

Fields marked with \* are mandatory fields

KYC Type:  Normal (PAN is mandatory)

PAN Exempt Investors

### 1. Identity Details (Please refer instruction A at the end)

PAN  Please enclose a duly attested copy of your PAN Card

	Prefix	First Name	Middle Name	Last Name
Name* (same as ID proof)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Maiden Name (If any*)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mother Name*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential Status\*  Resident Individual  Non Resident Indian

Foreign National  Person of Indian Origin

Occupation Type\*  S-Service  Private Sector  Public Sector  Government Sector

O-Others  Professional  Self Employed  Retired  Housewife  Student

B-Business  X-Not Categorised

### 2. FATCA/CRS Information (Tick if Applicable) Residence for Tax Purposes in Jurisdiction(s) Outside India (Please refer instruction B at the end)

Additional Details Required\* (Mandatory only if above option is ticked)

Country of Jurisdiction of Residence\*  Country Code of Jurisdiction of Residence  as per ISO 3166

Tax Identification Number or equivalent (If issued by jurisdiction)\*

Place / City of Birth\*  Country of Birth\*  Country Code  as per ISO 3166

Address Line 1\*

Line 2

Line 3  City / Town / Village\*

District\*  Zip / Post Code\*  State/UT Code  as per Indian Motor Vehicle Act, 1988

State/UT\*  Country\*  Country Code  as per ISO 3166

### 3. Details of Related Person (Optional) (please refer instruction G at the end) (in case of additional related persons, please fill 'Annexure B1')

Related Person  Deletion of Related Person KYC Number of Related Person (if available\*)

Related Person Type\*  Guardian of Minor  Assignee  Authorized Representative

	Prefix	First Name	Middle Name	Last Name
Name*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(If KYC number and name are provided, below details of section 6 are optional)

### Proof of Identity [Pol] of Related Person\* (Please see instruction (H) at the end)

(Certified copy of any one of the following Proof of Identity[Pol] needs to be submitted)

<input type="checkbox"/> A- Passport Number <input type="text"/>	Passport Expiry Date <input type="text"/>
<input type="checkbox"/> B- Voter ID Card <input type="text"/>	
<input type="checkbox"/> C- PAN Card <input type="text"/>	
<input type="checkbox"/> D- Driving Licence <input type="text"/>	Driving Licence Expiry Date <input type="text"/>
<input type="checkbox"/> E- Aadhaar Card <input type="text"/>	
<input type="checkbox"/> F- NREGA Job Card <input type="text"/>	
<input type="checkbox"/> Z- Others (any document notified by the central government) <input type="text"/>	Identification Number <input type="text"/>

### 4. Remarks (If any)


### 5. Applicant Declaration

- I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it. I hereby declare that I am not making this application for the purpose of contravention of any Act, Rules, Regulations or any statute of legislation or any notifications/directions issued by any governmental or statutory authority from time to time.
- I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address.

Date:  Place:

[Signature / Thumb Impression]

Signature / Thumb Impression of Applicant

## Instructions/Guidelines for filling Individual KYC Application Form

### General Instructions:

1. Self-Certification of documents is mandatory.
2. KYC number of applicant is mandatory for update/change of KYC details.
3. For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.
4. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the list mentioned under [I].
5. If any proof of identity or address is in a foreign language, then translation into English is required.
6. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
7. If correspondence & permanent addresses are different, then proofs for both have to be submitted.
8. Sole proprietor must make the application in his individual name & capacity.
9. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport/PIOCard/OCICard and overseas address proof is mandatory.
10. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
11. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/Passport of Minor/Birth Certificate must be provided.

### A. Clarification / Guidelines on filling 'Identity Details' section

1. Name: Please state the name with Prefix (Mr/Mrs/Ms/Dr/etc.). The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.
2. Either father's name or spouse's name is to be mandatorily furnished. In case PAN is not available father's name is mandatory.

### B. Clarification/Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India

1. Tax identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/ insurance number, citizen/personal identification/services code/number, and resident registration number)

**Important Instructions:**

- A. Fields marked with '\*' are mandatory fields.
- B. Tick '✓' wherever applicable.
- C. Please fill the date in DD-MM-YYYY format.
- D. Please fill the form in English and in BLOCK letters.
- E. KYC number of applicant is mandatory for update application.
- F. List of State/U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- G. List of two-character ISO 3166 country codes is available at the end.
- H. Please read section wise detailed guidelines/instructions at the end.
- I. For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.

**For office use only**

(To be filled by financial institution)

Application Type\*

New  Update

KYC Number

(Mandatory for KYC update request)

**1. Entity Details\*** (Please refer instruction A at the end)

Name\*

Entity Constitution Type\*  Others (Specify)  (Please refer instruction B at the end)

Date of Incorporation/Formation\*  DD - MM - YYYY Date of Commencement of Business  DD - MM - YYYY

Place of Incorporation/Formation\*  Country of Incorporation/Formation\*  TIN or Equivalent Issuing Country

PAN\*   Form 60 furnished

TIN/GST Registration Number

**2. PROOF OF IDENTITY (POI)\*** (Please refer instruction B at the end)

Officially valid document(s) in respect of person authorised to transact

Certificate of Incorporation/Formation   Registration Certificate  Regn Certificate No.

Memorandum and Articles of Association  Partnership Deed  Trust Deed

Resolution of Board/Managing Committee  Power of Attorney granted to its manager, officers or employees to transact on its behalf

Activity proof – 1 (For Sole Proprietorship Only)  Activity proof – 2 (For Sole Proprietorship Only)

**3. ADDRESS** (Please see instruction C at the end)

**3.1 Registered Office Address/Place of Business\***

Proof of Address\*  Certificate of Incorporation/Formation  Registration Certificate  Other Document

Line 1\*

Line 2

Line 3  City/Town/Village\*

District\*  Pin/Post Code\*  State/U.T Code\*  ISO 3166 Country Code\*

**3.2 Local Address in India (If different from above)\***

Line 1\*

Line 2

Line 3  City/Town/Village\*

District\*  Pin/Post Code\*  State/U.T Code\*  ISO 3166 Country Code\*

**4. Contact Details** (All communications will be sent to Mobile number/Email-ID provided may be used) (Please refer instruction D at the end)

Tel. (Off)  -  Fax  -

Mobile  -  Email ID

Mobile  -  Email ID

**5. Number of Related Persons**  (Please fill Annexure A-2 for each related persons & also refer instruction E at the end)





**Important Instructions:**

- A. Fields marked with '\*' are mandatory fields.
- B. Tick '✓' wherever applicable.
- C. Please fill the date in DD-MM-YY format.
- D. Please fill the form in English and in BLOCK letters.
- E. KYC number of applicant is mandatory for update application.
- F. List of State/U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- G. List of two-character ISO 3166 country codes is available at the end.
- H. Please read section wise detailed guidelines/instructions at the end.
- I. For particular section update, please tick (✓) in the box available before the section number and strike off the sections not required to be updated.

**For office use only** (To be filled by financial institution)

Application Type\*  New  Update  Delete

KYC Number  (Mandatory for KYC update and delete request)

**1. Details of Related Person\* (Please refer instruction E at the end)**

Addition of Related Person  Deletion of Related Person  Update Related Person Details

KYC Number of Related Person (if available\*)  (If KYC number is available, only 'Related Person Type' & 'Name' is mandatory)

**Related Person Type\***  Director  Promoter  Karta  Trustee  Partner  Court Appointment Official  Proprietor  
 Beneficiary  Authorised Signatory  Beneficial Owner  Power of Attorney Holder  Other (Please specify)

DIN (Director Identification Number)  (Mandatory if Related Person Type is Director)

**1.1 Personal Details (Please refer instruction E at the end)**

	Prefix	First Name	Middle Name	Last Name
Name* (Same as ID proof)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Maiden Name	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Father / Spouse Name*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mother Name	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Birth*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender*	<input type="checkbox"/> M- Male	<input type="checkbox"/> F- Female	<input type="checkbox"/> T- Transgender	
Nationality*	<input type="checkbox"/> IN- Indian	<input type="checkbox"/> Others (ISO 3166 Country Code <input type="text"/> )		
PAN*	<input type="text"/>	<input type="checkbox"/> Form 60 furnished		

**1.2 Proof of Identity and Address\* (Please refer instruction E at the end)**

I Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

- A-Passport Number
- B-Voter ID Card
- C-Driving Licence  Driving Licence Expiry Date
- D-NREGA Job Card
- E-National Population Register Letter
- F-Proof of Possession of Aadhaar

II  E-KYC Authentication

III  Offline verification of Aadhaar

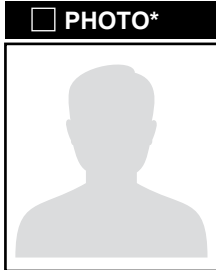
**Address**

Line 1\*

Line 2

Line 3  City/Town/Village\*

District\*  Pin/Post Code\*  State/U.T Code\*  ISO 3166 Country Code\*



**1.3 Current Address Details (Please refer instruction E at the end)**

Same as above mentioned address (In such cases address details as below need not be provided)

I. Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

- A-Passport Number
- B-Voter ID Card
- C-Driving Licence
- D-NREGA Job Card
- E-National Population Register Letter
- F-Proof of Possession of Aadhaar

II  E-KYC Authentication

III  Offline verification of Aadhaar

IV  Deemed PoA

V  Self-Declaration

**Address**

Line 1\*

Line 2

Line 3  City/Town/Village\*

District\*  Pin/Post Code\*  State/U.T Code\*  ISO 3166 Country Code\*

**1.4 Contact Details** (All communications will be sent on provided Mobile no. / Email-ID provided) (Please refer instruction D at the end)

Tel. (Off)  -  Tel. (Res)  -  Mobile  -

Email ID

**2. Applicant Declaration**

- I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.
- I hereby declare that I am not making this application for the purpose of contravention of any Act, Rules, Regulations or any statute of legislation or any notifications/directions issued by any governmental or statutory authority from time to time
- I hereby consent to receiving information from Central KYC Registry through SMS/Email on the above registered number/email address. I also providing consent to MF/AMC/KRA to share this KYC data with CKYCR, download the information from CKYCR, and other participating intermediaries as mandated by PMLA Act/Rules/SEBI guidelines

[Signature/Thumb Impression]

Date:    -    -     Place:

Signature/Thumb Impression of Applicant

**6. Attestation / For Office Use only**

Documents Received  Certified Copies  E-KYC data received from UIDAI  Data received from Offline verification

Digital KYC Process  Equivalent e-document

**KYC documents verification carried out by**

Date:    -    -

Emp. Name

Emp. Code

Emp. Designation

Emp. Branch

[Employee Signature]

**Institution details**

Name

Code

[Institution Stamp]

**A. Clarification / Guidelines on filling 'Entity Details' section**

## 1. Entity Constitution Type

A – Sole Partnership	H – Trust	O – Artificial Juridical Person
B – Partnership Firm	I – Liquidator	P – International Organisation or Agency/Foreign Embassy or Consular Office, etc.
C – HUF	J – Limited Liability Partnership	Q – Not Categorized
D – Private Limited Company	K – Artificial Liability Partnership	R – Others
E – Public Limited Company	L – Public Sector Banks	S – Foreign Portfolio Investors
F – Society	M – Central/State Government Department or Agency	
G – Association of Persons (AOP)/Body of Individuals (BOI)	N – Section 8 Companies (Companies Act, 2013)	

2. In case of companies and partnerships, PAN of the entity is mandatory. In case of other entities, Form 60 may be obtained if PAN is not available.

3. One of the following is mandatory: Mother's name, Spouse's name, Father's name.

**B. Clarification / Guidelines on filling 'Proof of Identity [POI]' section**

A. Activity Proof – 1 and Activity Proof – 2 are applicable for accounts in case of proprietorship firms. Please refer to relevant instructions issued by the Reserve Bank of India in this regard.

B. Please refer to the relevant instructions issued by the regulator regarding applicable documents for the legal entity.

C. Certified copy of document or equivalent e-document or OVD obtained through Digital KYC process to be submitted.

D. 'Equivalent e-document' means an electronic equivalent of a document, issued by the issuing authority of such document with its valid digital signature including documents issued to the digital locker account of the client as per rule 9 of the Information Technology (Preservation and Retention of Information by Intermediaries Providing Digital Locker Facilities) Rules, 2016.

E. 'Digital KYC process' has to be carried out as stipulated in the PML Rules, 2005.

F. KYC requirements for Foreign Portfolio Investors (FPIs) will be as specified by the concerned regulator from time to time.

**C. Clarification/Guidelines for filling Proof of Address [PoA] section**

A. State/U.T Code and Pin/Post Code will not be mandatory for overseas addresses.

B. Certified copy of document or equivalent e-document to be submitted.

**D. Clarification/Guidelines for filling 'Related Person Details' section**

A. Please mention two-digit 'country code and 10 digit mobile number (e.g. for Indian mobile number mention 91-9999999999).

B. Do not add '0' in the beginning of Mobile number.

**E. Clarification/Guidelines for filling 'Related Person Details' section**

## 1. Personal Details

- The name should match the name as mentioned in the Proof of Identity submitted failing which the application is liable to be rejected.

## 2. Proof of Address [PoA]

- PoA to be submitted only if the submitted Pol does not have an address or address as per Pol is invalid or not in force.
- State/U.T Code and Pin/Post Code will not be mandatory for Overseas addresses.
- In case of deemed PoA such as utility bill, the document need not be uploaded on CKYCR
- REs may use the Self Declaration check box where Aadhaar authentication has been carried out successfully for a client and client wants to provide a current address, different from the address as per the identity information available in the Central Identities Data Repository.

C. If KYC number of Related Person is available, no other details except 'Person Type' and 'Name of the Related' are required.

D. Regulated Entity (RE) shall redact (first 8 digits) of the Aadhaar number from Aadhaar related data and documents such as proof of possession of Aadhaar, while uploading on CKYCR.

**F. Provision for capturing signature of multiple authorised persons is to be made by the RE.****G. List of people authorized to attest the documents after verification with the originals:**

1. Authorised officials of Asset Management Companies (AMC).
2. Authorised officials of Registrar & Transfer Agent (R&T) acting on behalf of the AMC.
3. KYD compliant mutual fund distributors.
4. Notary Public, Gazetted Officer, Manager of a Scheduled Commercial/Co-operative Bank or Multinational Foreign Banks (Name, Designation & Seal should be affixed on the copy).
5. In case of NRIs, authorized officials of overseas branches of Scheduled Commercial Banks registered in India, Notary Public, Court Magistrate, Judge, Indian Embassy/Consulate General in the country where the client resides are permitted to attest the documents.
6. Government authorised officials who are empowered to issue Apostille Certificates.

**General instructions:**

1. Self-Certification of documents is mandatory.
2. Copies of all documents that are submitted need to be compulsorily self-attested by the applicant and accompanied by originals for verification. In case the original of any document is not produced for verification, then the copies should be properly attested by entities authorized for attesting the documents, as per the list mentioned under [F].
3. If any proof of identity or address is in a foreign language, then translation into English is required duly attested by the official as indicated above
4. Name & address of the applicant mentioned on the KYC form, should match with the documentary proof submitted.
5. If current & permanent addresses are different, then proofs for both have to be submitted.
6. Sole proprietor must make the application in his individual name & capacity.
7. For non-residents and foreign nationals, (allowed to trade subject to RBI and FEMA guidelines), copy of passport / PIO Card /OCI and overseas address proof is mandatory.
8. In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC (Continuous Discharge Certificate) is to be submitted.
9. For opening an account with Depository participant or Mutual Fund, for a minor, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board / Passport of Minor / Birth Certificate must be provided.

## List of two digit state / U.T codes as per Indian Motor Vehicle Act, 1988

State/U.T	Code	State/U.T	Code	State/U.T	Code
Andaman & Nicobar	AN	Himachal Pradesh	HP	Pondicherry	PY
Andhra Pradesh	AP	Jammu & Kashmir	JK	Punjab	PB
Arunachal Pradesh	AR	Jharkhand	JH	Rajasthan	RJ
Assam	AS	Karnataka	KA	Sikkim	SK
Bihar	BR	Kerala	KL	Tamil Nadu	TN
Chandigarh	CH	Lakshadweep	LD	Telangana	TS
Chhattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarkhand	UA
Delhi	DL	Meghalaya	ML	West Bengal	WB
Goa	GA	Mizoram	MZ	Other	XX
Gujarat	GJ	Nagaland	NL		
Haryana	HR	Orissa	OR		

## List of ISO 3166 two digit Country Code

Country	Country Code	Country	Country Code	Country	Country Code	Country	Country Code
Afghanistan	AF	Dominican Republic	DO	Libya	LY	Saint Pierre and Miquelon	PM
Aland Islands	AX	Ecuador	EC	Liechtenstein	LI	Saint Vincent and the Grenadines	VC
Albania	AL	Egypt	EG	Lithuania	LT	Samoa	WS
Algeria	DZ	El Salvador	SV	Luxembourg	LU	San Marino	SM
American Samoa	AS	Equatorial Guinea	GO	Macao	MO	Sao Tome and Principe	ST
Andorra	AD	Eritrea	ER	Macedonia, the former Yugoslav Republic of	MK	Saudi Arabia	SA
Angola	AO	Estonia	EE	Madagascar	MG	Senegal	SN
Anguilla	AI	Ethiopia	ET	Malawi	MW	Serbia	RS
Antarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
Antigua and Barbuda	AG	Faroe Islands	FO	Maldives	MV	Sierra Leone	SL
Argentina	AR	Fiji	FJ	Mali	ML	Singapore	SG
Armenia	AM	Finland	FI	Malta	MT	Sint Maarten (Dutch part)	SX
Aruba	AW	France	FR	Marshall Island	MH	Slovakia	SK
Australia	AU	French Guiana	GF	Martinique	MQ	Slovenia	SI
Austria	AT	French Polynesia	PF	Mauritania	MR	Solomon Island	SB
Azerbaijan	AZ	French Southern Territories	TF	Mauritius	MU	Somalia	SO
Bahamas	BS	Gabon	GA	Moyotte	YT	South Africa	ZA
Bahrain	BH	Gambia	GM	Mexico	MX	South Georgia and the South Sandwich Islands	GS
Bangladesh	BD	Georgia	GE	Micronesia, Federated States of	FM	South Sudan	SS
Barbados	BB	Germany	DE	Moldova, Republic of	MD	Spain	ES
Belarus	BY	Ghana	GH	Monaco	MC	Sri Lanka	LK
Belgium	BE	Gibraltar	GI	Mongolia	MN	Sudan	SD
Belize	BZ	Greece	GR	Montenegro	ME	Suriname	SR
Benin	BJ	Greenland	GL	Montserrat	MS	Svalbard and Jan Mayen	SI
Bermuda	BM	Grenada	GD	Morocco	MA	Swaziland	SZ
Bhutan	BT	Guadeloupe	GP	Mozambique	MZ	Sweden	SE
Bolivia, Plurinational State of	BO	Guam	GU	Myanmar	MM	Switzerland	CH
Bonaire, Sint Eustatius and Saba	BQ	Guatemala	GT	Namibia	NA	Syrian Arab Republic	SY
Bosnia and Herzegovina	BA	Guernsey	GG	Nauru	NZ	Taiwan province of China	TW
Botswana	BW	Guinea	GN	Nepal	NP	Tajikistan	TJ
Bouvet Island	BV	Guinea-Bissau	GW	Netherlands	NL	Tanzania, United Republic of	TZ
Brazil	BR	Guyana	GY	New Caledonia	NC	Thailand	TH
British Indian Ocean Territory	IO	Haiti	HT	New Zealand	NZ	Timor-Leste	TL
Brunei Darussalam	BN	Heard Island and McDonald Islands	HM	Nicaragua	NI	Togo	TG
Bulgaria	BG	Holy See (Vatican City State)	VA	Niger	NE	Tokelau	TK
Burkina Faso	BF	Honduras	HN	Nigeria	NG	Tonga	TO
Burundi	BI	Hong Kong	HK	Niue	NU	Trinidad and Tobago	TT
Cabo Verde	CV	Hungary	HU	Norfolk Island	NF	Tunisia	TN
Cambodia	KH	Iceland	IS	Northern Mariana Islands	MP	Turkey	TR
Cameroon	CM	India	IN	Norway	NO	Turkmenistan	TM
Canada	CA	Indonesia	ID	Oman	OM	Turks and Caicos Islands	TC
Cayman Islands	KY	Iran, Islamic Republic of	IR	Pakistan	PK	Tuvalu	TV
Central African Republic	CF	Iraq	IQ	Palau	PW	Uganda	UG
Chad	TD	Ireland	IE	Palestine, State of	PS	Ukraine	UA
Chile	CL	Isle of Man	IM	Panama	PA	United Arab Emirates	AE
China	CN	Israel	IL	Papua New Guinea	PG	United Kingdom	GB
Christmas Island	CX	Italy	IT	Paraguay	PY	United States	US
Cocos (Keeling) Islands	CC	Jamaica	JM	Peru	PE	United States Minor Outlying Islands	UM
Colombia	CO	Japan	JP	Philippines	PH	Uruguay	UY
Comoros	KM	Jersey	JE	Pitcairn	PN	Uzbekistan	UZ
Congo	CG	Jordan	JO	Poland	PL	Vanuatu	VU
Congo, the Democratic Republic of the	CD	Kazakhstan	KZ	Portugal	PT	Venezuela, Bolivarian Republic of	VE
Cook Islands	CK	Kenya	KE	Puerto Rico	PR	Viet Nam	VN
Costa Rica	CR	Kiribati	KI	Qatar	QA	Virgin Islands, British	VG
Cote d'Ivoire   Code d'Ivoire	CI	Korea, Democratic People's Republic of	KP	Reunion   Reunion	RE	Virgin Island, U.S.	VI
Croatia	HR	Korea, Republic	KR	Romania	RO	Wallis and Futuna	WF
Cuba	CU	Kuwait	KW	Russian Federation	RU	Western Sahara	EH
Curacao   Curacao	CW	Kyrgyzstan	KG	Rwanda	RW	Yemen	YE
Cyprus	CY	Lao People's Democratic Republic	LA	Saint Barthelemy   Saint Barthelemy	BL	Zambia	ZM
Czech Republic	CZ	Latvia	LV	Saint Helena, Ascensino and Tristan da Cunha	SH	Zimbabwe	ZW
Denmark	DK	Lebanon	LB	Saint Kittsand Nevis	KN		
Djibouti	DJ	Lesotho	LS	Saint Lucia	LC		
Dominica	DM	Liberia	LR	Saint Martin (French Part)	MF		

## Computer Age Management Services Private Limited (CAMS) / CAMS Service Centre

Agartala: Advisor Chowmuhani (Ground Floor), Krishnanagar, Agartala, 799001. Agra: No. 8, II Floor, Maruti Tower, Sanjay Place, Agra 282002 Ahmedabad: 111-113, 1st Floor - Devpath Building, Off C G Road, Behind Lal Bungalow, Ellis Bridge, Ahmedabad, 380006 Ahmednagar: Office No.3,1st Floor,Shree Parvati,Plot No.1/175,Opp.Mauli Sabhagrhu,Zopadi Canteen,Savedi,Ahmednagar,Maharashtra 414003 Ajmer: AMC No. 423/30 Near Church, Brahampuri, Opp T B Hospital, Jaipur Road, Ajmer, 305001. Akola : Opp.RLT Science College, Civil Lines, Akola, 444001. Aligarh: City Enclave, Opp. Kumar Nursing Home, Ramghat Road, Aligarh, 202001 Allahabad: 30/2, A&B, Civil Lines Station, Besides Vishal Mega Mart, Strachey Road, Allahabad., 211001. Alleppey: Doctor's Tower Building, Door No. 14/2562, 1st floor, North of Iorn Bridge, Near Hotel Arcadia Regency., Alleppey, 688001 Alwar: 256A, Scheme No:1, Arya Nagar, Alwar,301001. Amaravati : 81, Gulsham Tower, 2nd Floor , Near Panchsheel Talkies, Amaravati, 444601 Ambala: Opposite PEER, Bal Bhawan Road, Ground Floor, Ambala, Haryana - 134 003 Amritsar: 3rd Floor, Bearing Unit No. 313, Mukut House, Amritsar- 143001. Anand: 101, A.P. Tower, B/H, Sardhar Gunj, Next to Nathwani Chambers, Anand, 388001. Anantapur: 15-570-33, I Floor, Pallavi Towers, Subhas Road, Opp Canara Bank, Anantapur, 515 001. Andheri: 351, Icon,501, 5th floor,Western Express Highway,Andheri East,Mumbai - 400069. Ankleshwar: 1st Floor, Prem Prakash Tower, B/H B.N. Chambers, Ankleshwar, Mahadev Road, Ankleshwar, 390001 Asansol: Block - G 1st Floor , P C Chatterjee Market Complex, Rambandhu Talab P O Ushagram, Asansol, 713303 Aurangabad : 2nd Floor , Block No D - 21-D-22, Motiwala Trade Center , Nirala Bazar , New Samarth Nagar , Opp HDFC Bank, Aurangabad, 431001. Balasore: B C Sen Road, Balasore, 756001. Bangalore: Trade Centre, 1st Floor, 45, Dikensan Road , (Next to Manipal Centre ) , Bangalore, 560 042. Bangalore: First Floor, 17/1-(272) 12th Cross Road, Wilson Garden, Bangalore-560027 Bareilly: F-62-63,Second Floor, Butler Plaza. Civil Lines, Bareilly 243001 Basti: Office no 3, 1st Floor, Jamia Shopping Complex. (OppositePandey School), Station Road, Basti, 227002. Belgaum: Classic Complex,Block No.104,1st Floor,Saraf Colony, Khanapur Road,Tilakwadi,Belgaum-590006. Bellary: 60/5, Mullangi Compound, Gandhinagar Main Road, ( Old Gopalswamy Road), Bellary, 583101. Berhampur: Kalika Temple Street, Ground Floor, Beside SBI Bazar Branch, Berhampur, 760002 Bhagalpur: Krishna, I Floor, NearMahadev Cinema, Dr.R.P.Road, Bhagalpur, 812002. Bharuch: A-111, First Floor, R K Casta, Behind Patel Super Market Station Road,Bharuch-392001. Bhatinda: 2907 GH,GT Road, Near Zila Parishad, BHATINDA, 151001. Bhavnagar: 305-306, Sterling Point, Waghawadi Road, OPP. HDFC BANK, Bhavnagar,364002. Bhilai: 1st Floor, Plot No. 3, Block No. 1, Priyadarshini Parisar West, Behind IDBI bank, Nehru Nagar, Bhilai- 490020 Bhillwara: Indraprastha tower, Second floor , Shyam ki sabji mandi , Near Mukharji garden, Bhillwara, 311001. Bhopal: Plot no 10, 2nd Floor, Alankar Complex, Near ICICI Bank , MP Nagar, Zone II, Bhopal, 462011. Borivali: 501-Tiara CTS 617, 617/1-4. Off. Chandavarkar Lane, Maharashtra Nagar, Borivali West, Mumbai 400 092 Bhubaneswar: Plot No. 501/1741/1846 Premises No. 203,2nd Floor, Kharvel Nagar, Unit-3,Bhubaneswar 751 001 Bhuj: Office No.4-5, First Floor, RTO Relocation Commercial Complex-B, Opposite Fire Station, Near RTO Circle, Bhuj, Kutch 370001. Bhusawal(Parent: Jalgaon TP): 3, Adelaide Apartment, Christian Mohala, Behind Gulshan-E-Iran Hotel, Amardeep Talkies Road, Bhusawal, 425201 Bikaner: Behind Rajasthan Patrika, In front of Vijaya Bank, 1404, Amar Singh Pura, Bikaner, 334001. Bilaspur: 2nd Floor, Gwalani Chambers,St Xavier School Road,In front of CIT ( Income Tax Office),Vyapar Vihar Bilaspur, 495 001. Bokaro: Mazzanine Floor, F-4, City Centre, Sector 4, Bokaro Steel City, Bokaro , 827004. Burdwan: 1st Floor, Above Exide Showroom, 399, G T Road, Burdwan, 713101. Calicut: 29/97G 2nd Floor, Gulf Air Building, Mavoov Road, Arayidathupalam, Calicut, 673016. Chandigarh: Deepak Tower, SCO 154-155, 1st Floor, Sector 17-C, Chandigarh, 160 017. Chandrapur: Opp Mustafa Décor, Near Bangalore Bakery, Kasturba Road, Chandrapur, 442202 Chennai: Ground Floor No.178/10, Kodambakkam High Road, Opp. Hotel Palmgrove, Nungambakkam, Chennai, 600 034 . Chhindwara: 2nd Floor, Parasia Road, Near Surya Lodge, Sood Complex, Above Nagpur CT Scan, Chhindwara 480001, Madhya Pradesh Chittoargarh: 3 Ashok Nagar, Near Heera Vatika, Chittoargarh , Rajasthan, 312001. Cochin: Modayil, Door No.39/2638, DJ, 2nd Floor, 2A, M G Road, Cochin 682016 Coimbatore: No 1334, Thadagam Road, Thirumoothy Layout R.S. Puram, Behind Venkateswara Bakery, Coimbatore - 641002 Cuttack: Near Indian Overseas Bank, Cantonment Road, Mata Math, Cuttack, 753001. Darbhanga: Shahi Complex:1st Floor, Near RB Memorial hospital,V.I.P. Road Benta, Lahaerisarai, Darbhanga- 846001 Davenegere: 13, 1st Floor, Akkamahadevi Samaj Complex, Church Road, P.J.Extension, Devengere, 577002. Dehradun: 204/121 Nari Shilp Mandir Marg , Old Connaught Place, Dehradun, 248001. Deoghar: S S M Jalan Road, Ground floor, Opp. Hotel Ashoke, Casler Town, Deoghar, 814112. Dhanbad: Urmila Towers , Room No: 111(1st Floor) , Bank More, Dhanbad, 826001 Dharmapuri : 16A/63A, Pidamaneri Road, Near Indoor Stadium, Dharmapuri , 636 701 Dhule : House No 3140, Opp. Liberty Furniture, Jammalal Bajaj Road, Near Tower Garden, Dhule- 424001 Durgapur: Plot no. 3601, Nazrul Sarani, City Centre, Durgapur- 713216 Erode: 171E, Seshaiyer Complex, 1st Floor, Agraharam Street, Erode, 638001. Faizabad: 1/13/196, A, Civil Lines, Behind Tirupati Hotel, Faizabad- 224001 Faridhabad: B-49, 1st Floor, Nehru Ground, Behind Anupam Sweet House, NIT, Faridhabad,121001. Gandhidham: Shyam Sadan,First Floor,Plot No.120,Sector 1/A,Gandhidham-370201 Gandhinagar: 507, 5th Floor, Shree Ugati Corporate Park,Opp Pratik Mall, Nr HDFC Bank,Kudasan, Gandhinagar - 382421. Ghaziabad: B-11, LGF RDC, Rajnagar,Ghaziabad 201002 Ghatkopar(Mumbai): Platinum Mall, Office No.307,3rd Floor, Jawahar Road, Ghatkopar East, Mumbai-400077 Goa: Office No.103,1st Floor,Unitech City Centre,M.G.Road,Panaji,Goa 403001 Gondal (Parent Rajkot): A/177, Kailash Complex , Opp. Kheduti Decor , GONDAL, 360 311. Gorakhpur: Shop No. 5 & 6, 3rd Floor, Cross Road The Mall, A D Tiraha Bank Road, Gorakhpur 273001 Gulbarga: Pal Complex, 1st Floor, Opp. City Bus Stop,SuperMarket, Gulbarga, 585 101. Guntur: D No.31-13-1158,1st Floor,13/1 Arundelpet, Ward No.6,Guntur-522002 Gurgaon: Unit No. 115, First Floor, Vipul Agora Building, Sector-28, Mehrauli Gurgaon Road, Chakkarpur,Gurgaon 122 001 Guwahati: Piyali Phukan Road, K C Path, House no - 1, Rehabori , Guwahati - 781008 Gwalior: G-6 Global Apartment, Opp. Income Tax Office,City Centre . Gwalior, 474002. Haldia: Haldia Mouza - Basudevpur, J.L. No. 126, Haldia, Municipality Ward No. 10, Durgachak, Haldia, Dist. Purba Medinipur, West Bengal 721602.Haldwani: Durga City Centre, Nainital Road, Haldwani, Haldwani , 263139. Haridwar: F-3,Hotel Shourya, New Model Colony,Haridwar,Uttarkhand-249408 Hazaribag: Municipal Market, Annanda Chowk, Hazaribagh, 825301. Himmatnagar: D-78 First Floor, New Durga Bazar, Near Railway Crossing, Himmatnagar , 383 001. Hisar: 12, Opp. Bank of Baroda, Red Square Market, Hisar, 125001. Hoshiarpur : Near Archies Gallery, Shilpa Pahari Chowk, Hoshiarpur, 146 001. Hosur: Survey No. 25/204, Attebele Road, HCF Post, Mathigiri, Above Time Kids School, Opposite to Kuty's Frozen Foods, Hosur 635110.. Hubli: No.204 - 205, 1st Floor, ' B ' Block, Kundalga Complex, Opp. Court, Club Road, Hubli, 580029. Hyderabad: No. 15-31-2M-1/4, 1st Floor, 14-A, MIG KPHB Colony, Kukatpally, Hyderabad 500072 Hyderabad: 208, II Floor, Jade Arcade, Paradise Circle, Secunderabad, 500 003. Indore: 101, Shalimar Corporate Centre, 8-B, South tukogunj, Opp.Greenpark, Indore, 452 001. Jabalpur: 8, Ground Floor, Datt Towers, Behind Commercial Automobiles, Napier Town, Jabalpur,482001. Jaipur: R-7, Yudhisthir Marg ,C-Scheme, Behind Ashok Nagar Police Station, Jaipur, 302 001. Jalandhar: 144,Vijay Nagar,Near Capital Small Finance Bank,Football Chowk,Jalandhar City-144001. Jalgaon: 70, Navipeth, Opp. Old Bus Stand, Jalgaon, 425001. Jaina : Shop No 6, Ground Floor, AnandPlaza Complex, Bharat Nagar,Shivaji Putla Road, Jaina, 431 203. Jalpaiguri: Babu Para, Beside Meenaar Apartment, Ward No. VIII,Kotwali Police Station,P.O & Dist Jalpaiguri 735101,West Bengal Jammaganer: 207, Manek Centre , P.N. Marg, Jammaganer, 361008. Jammu: FIRDS Heights, Lane 201. S&S Computers , Near RBI Building, Sector 14, Nanak Nagar , 180004. Jamshedpur: Millennium Tower, "R" Road, Room No:15 First Floor, Bistupur, Jamshedpur - 831001 Janakpuri: 306,3rd Floor,DDA-2 Building,District Centre,Janakpuri,New Delhi-110058 Jaunpur : 248, Fort Road, Near Amber Hotel, Jaunpur , 222001. Jhansi: 372/18 D, 1st Floor, Opp. Above IDBI Bank, Beside V-Mart, Near "RASKHAN", Gwalior Road, Jhansi - 284001 Jodhpur: 1/5, Nirmal Tower, 1st Chopasani Road, Jodhpur, 342003. Junaqadh: "Aashta Plus", 20A, 2nd Floor, Sardarabad Road, Nr Alkarpuri, Opp. Zansi Rani Statue, Junaqadh, 362001 Kadapa: Banti Subbaramaiah Complex, D.No:3/1718, Hisar No. 8, Raja Reddy Street, Kadapa, 516001 Kakinada: Door No. 25-4-29, 1st Floor, Kommireddy Vari Street, Beside Warf Road, Opp.Swathi Medicals, Kakinada- 533001 Kalyani: A - 1/50, Block-A, Dist Nadia, Kalyani, 741235. Kannur: Room No.14/435, Casa Marina Shopping Centre, Talap, Kannur, 670004. Kanpur: I Floor 106 to 108, CITY CENTRE Phase II, 63/2, THE MALL, Kanpur, 208 001. Karimnagar: HNo.7-1-257, Upstairs S B H, Mangammathota, Karimnagar , 505 001. Karnal (Parent :Panipat TP): 29, Avtar Colony, Behind Vishal Mega Mart, Karnal, 132001. Karur: 126, G.V.P.Towers, Kovai Road, Basement of Axis Bank, Karur , 639002. Katol: 1st FLOOR, GURUNANAK DHARMAKANTA, Jabalpur Road, BARGAWAN, KATNI, 483 501. Khammam : Shop No: 11 - 2 - 31/3, 1st floor, Philips Complex, Balajipager, Wyra Road, Near Baburao Petrol Bunk, KHAMMAM, 507 001. Kharagpur:- "Silver Palace", OT Road, Inda-Kharagpur,G.P-Barakola,P.S- Kharagpur Local.Pin-721305,Dist-West Midnapore Kolhapur: 2 B, 3rd Floor, Ayodhya Towers, Station Road, Kolhapur, 416001. Kolkata: Kankaria Centre,2/1, 2nd Floor,Russell Street,Kolkata 700071 Kolkata : 3/1, R.N. Mukherjee Road, 3rd Floor, Office space - 3C, "Shreeram Chambers", Kolkata - 700 001. Kollam: Ultram Chambers, Ground Floor, Thamarakkal, Kollam, 691006 Kota: B-33 'Kalyan Bhawan, Triangle Part,Vallabh Nagar, Kota, 324007. Kottayam: 1307 B, Puthenparambil Building,KSACS Road, Opp. ESIC Office, Behind Malayala Manorama, Mutambalam PO,Kottayam-686501 Kumbakonam: No. 28/8, 1st Floor, Balakrishna Colony, Pachaiappa Street, Near VPV Lodge, Kumbakonam - 612 001. Kurnool: Shop Nos. 26 & 27, Door No. 39/265A & 39/265B, 2nd Floor, Skanda Shopping Mall, Old Chad Talkies, Vaddageri, 39th Ward, Kurnool- 518001 Lucknow: Office No.107,First Floor,Vaishali Arcade Building,Plot No. 11,6 Park Road,Lucknow-226001. Ludhiana: U/GF, Prince Market, Green Field, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, Ludhiana, 141 002. Madurai: Shop No. 3, 2nd Floor, Suriya Towers, 272/273 - Goodshed Street, Madurai - 625 001.Malda: Daxhinapan Abasan, Opp Lane of Hotel Kalinga, SM Pally, Malda, 723 101 Mangalore: No. G 4 & G 5, Inland Monarch, Opp. Karnataka Bank , Kadri Main Road, Kadri, Mangalore, 575 003. Manipal: Shop No A2,Basement Floor, Academy Tower, Opposite Corporation Bank, Manipal, 576104 Mapusa (Parent ISC : Goa): Office No.503, Buildmore Business Park, New Canca By Pass Road, Ximer, Mapusa, Goa 403507 Margao: F4 - Classic Heritage near Axis Bank,opp. BPS club Pajiflood Margao, Goa 403601 Mathura: 159/160 Vikas Bazar, Mathura,281001. Meerut: 108 1st Floor Shivam Plaza, Opposite Eves Cinema, Hapur Road, Meerut , 250002. Mehsana: 1st Floor,Subhadra Complex, Urban Bank Road, Mehsana, 384 002. Moga: 9 No. New Town, Opposite Jaswal Hotel, Moga 142001 Moradabad: H 21-22, 1st Floor, Ram Ganga Vihar Shopping Complex, Moradabad, 244001. Mumbai: Rajabahdur Compound, Ground Floor, Opp Allahabad Bank, Behind ICICI Bank, 30, Mumbai Samachar Building, Fort, Mumbai, 400 023 Muzaffarpur: Brahman Toli Durgasthan,Gola Road, Muzaffarpur, 842001. Mysore: No.1, 1st Floor, CH.26 7th Main, 5th Cross , (Above Trishakti Medicals), Saraswathi Puram, Mysore, 570009 Nadiad : F 134, 1st Floor, Ghantakarna Complex, Gunj Bazar, Nadiad- 387001 Nagpur: 145 Lendra, New Ramdaspath, Nagpur, 440 010. Namakkal: 156A/1, First Floor, Lakshmi Vilas Building, Opp. To District Registrar Office, Trichy Road, Namakkal, 637001. Nanded: Shop No.8,9,Cellar Raj Mohammed Complex,Main Road,Shri Nagar,Nanded 431605 Nasik : 1st Floor,Shradha Niketan,Tilak Wadi,Opp.Hotel City Pride,Sharanpur Road,Nasik-422002. Navasari: 214-215,2nd floor, Shivani Park,Opp.Shanksheswar Complex,Kaliawadi,Navsari -396445,Gujarat Nellore: 97/56, I Floor Immadisetty Towers, Ranganayakulapet Road, Santhapet, Nellore, 524001. New Delhi : : 401 to 404, 4th Floor, Kanchan Junga Building Barakhamba Road, New Delhi 110 Noida: E-3, Ground Floor, Sector 3, Near Fresh Food Factory, Noida- 201301 Palakkad: Door No. 18/507 (3) Anugraha, Garden Street,College Road, Palakkad 678 001 Palampur: Poo Trade Center, Shop No.13-14,3rd Floor, Near BK Mercantile Bank, Opposite Old Guj, Palampur 385001 Panipat: SCO 83-84, Devi Lal Shopping Complex, Opp RBS Bank, G.T.Road, Panipat , 132103. Patiala: 35, New Lal Bagh, Opposite Polo Ground, Patiala 147001 Pitampura(New Delhi): Aggarwal Cyber Plaza-II, Commercial Unit No. 371, 3rd Floor,Plot No. C-7,Netaji Subhash Place, Pitampura,New Delhi 110034. Patna: G-3, Ground Floor, Om Vihar Complex, SP Verma Road, Near Saket Tower, Patna, 800 001. Pondicherry: S-8, 100, Jawaharlal Nehru Street, (New Complex, Opp. Indian Coffee House), Pondicherry, 605001. Pune: Vartak Peth, 1st Floor, Survey No.46, City Survey No.1477 Hingne Budruk, D.P. Road, Behind Dinanath Mangeshkar Hospital, Karvenagar, Pune 411052. Rae Bareilly: 17, Anand Nagar Complex, Rae Bareilly , Rae Bareilly ,229001. Raipur: HIG,C-23 , Sector - 1, Devendra Nagar, Raipur, 492004. Rajahmundry: Door No: 6-2-12, 1st Floor,Rajeswari Nilayam, Near Vamsikrishna Hospital, Nyapatyathi Vri Street, T Nagar, Rajahmundry, 533 101. Rajapalayam: No 59A/1, Railway Feeder Road, Near Railway Station, Rajapalayam, 626117. Rajkot: Office 207 - 210, Everest Building, Harihar Chowk, Opp Shastri Maidan, Linda Chowk, Rajkot, 360001. Ranchi: 4, HB Road, No: 206, 2nd Floor Shri Lok Complex, H B Road Near Firayalal, Ranchi, 834001 Ratlam: 18, Ram Bagh, Near Scholar's School, Ratlam, 457001. Ratnagiri: Orchid Tower,Ground Floor,Gala No.06,S.V.No.301/Paiki 1/2,Nachane Municipal Aat,Arogya Mandir,Nachane Link Road,Ratnagiri,Maharashtra-415612. Rohtak: SCO 06,Ground Floor, MR Complex,Near Sonipat Stand, Delhi Road, Rohtak 124001 Roorkee: 22 CIVIL LINES GROUND FLOOR, HOTEL KRISH RESIDENCY, Roorkee, 247667. Rourkela: JBS Market Complex, 2nd Floor, Udit Nagar, Rourkela-769012 Sagar: Opp. Somani Automobiles , Bhagwanganj , Sagar , 470002 Saharanpur: I Floor, Krishna Complex, Opp. Hath Gate, Court Road, Saharanpur, 247001 Salem: No.2, I Floor Vivekananda Street, New Fairlands, Salem, 636016. Sambalpur: Opp.Town High School,Sanskar , Sambalpur, 768001. Sangli : Jiveshwar Krupa Bldg,Shop. NO.2, Ground Floor,Tilak Chowk, Harhat Road,Sangli - 416416 Satara: 117A/3/22, Shukrawar Peth, Sargam Apartment, Satara, 415002. Seerampore: 47/5/1, Raja Rammoan Roy Sarani, P.O.Mallickpara,District Hooghly,Seerampore 712203 Shahjahanpur: Bijlipura, Near Old Distt Hospital, Near Old Distt Hospital, Shahjahanpur, 242001. Shillong: 3rd Floor, RPG Complex, Keating Road, Shillong, 793001 Shimla: I Floor, Opp. Panchayat Bhawan Main gate, Bus stand, Shimla ,171001. Shimoga: Near Gutti Nursing Home, Kuvempu Road, Shimoga, 577201 Siliguri: 78, Haren Mukherjee Road, 1st floor,Beside SBI Hakimpura,Siliguri 734001 Sirsa: Beside Overbridge, Next to Nissan car showroom, Hissar Road, Sirsa , 25055. Sitapur: Arya Nagar, Near Arya Kanya School, Sitapur, Sitapur, 261001 Solan : 1st Floor, Above Sharma General Store, Near Sanki Rest house, The Mall, Solan , 173 212. Solapur: Flat No 109, 1st Floor, A Wing, Kalyani Tower, 126 Siddheshwar Peth, Near Pangal High School, Solapur, 413001. Sriganaganpur: 18 L Block, Sri Ganganagar , Sri Ganganagar , 335001. Srikakulam: Door No 4-4-96, First Floor, Vijaya Ganapathi Temple Back Side, Nanubala Street, Srikakulam, 532 001. Sultanpur: 967, Civil Lines, Near Pant Stadium, Sultanpur ,228001 Surat: Shop No. G-5, International Commerce Centre, Near Kadiwala School, Majura Gate, Ring Road, Surat 395002 Surendranagar: Shop No 12, M.D. Residency, Swastik Cross Road, Surendranagar 363 001 Tambaram: III Floor,B R Complex,No.66,Door No.11A,Ramakrishna Iyer Street, Opp.National Cinema Theatre,West Tambaram,Chennai-600045 Thane: Dev Corpra,1st Floor,Office No. 102, Cadbury Junction, Eastern Express way, Thane(West) 400 601 . Tirupur:(1), Binny Compound, II Street, Kumaran Road, Tirupur, Tamil Nadu, 641601. Thiruvalla: 1st Floor,Room No-61(63),International Shopping Mall, Opp.St.Thomas Evangelical Church,Above Thomson Bakery,Mantjady,Thiruvalla,Kerala-689105 Tinsukia: Bangiya Vidyalaya Road, Near Old Post Office,Durgabari, District Tinsukia, Assam 786 125 Tirunelveli:No.F4,Magnem Suraksaa Apartments,Thiruvananthapuram Road,Tirunelveli 627002 Tirupathi: Shop No 6, Door No. 6, 2nd Floor, 19-10-8 ( Opposite Passport office),AIR Bypass Road, Tirupathi 517501. Trichur: Room No 26 & 27, DEE PEE PLAZA, Kakkalai, Trichur, 680001. Trichy: No 8, I Floor, 8th Cross West Extn, Thillainagar, Trichy, 620018. Kakkalai, 680001. Trivandrum: R S Complex,Opposite of LIC Building, Pattom PO, Trivandrum, 695004. Tuticorin: 4B/A 16, Mangal Mall Complex, Ground Floor, Mani Nagar, Tuticorin, 628 003. Udaipur : : 32,Ahinsapuri,Fatehpura Circle, Udaipur 313001. Ujjain : Office at 109, 1st Floor, Siddhi Vinayak Trade Center, Shahid Park,Ujjain - 456 010. Vadodara: 103 Aries Complex, BPC Road, Off R.C. Dutt Road, Alkapuri, Vadodara ,390 007. Valsad: 3rd floor, Gita Nivas, opp Head Post Office, Halar Cross Lane, Valsad, 396001. Vapi: 208, 2nd Floor, Heena Arcade, Opp: Tirupati Tower Near G I D C Char Raasta, Vapi, 396195 Varanasi: Office No. 1, 2nd Floor, Bhawani Market, Building No D-58/2-A1, Rathyatra, Beside Huber Complex Varanasi, 221010 Vashi: BSEL Tech Park B-505,Plot no 39/5 & 39/5A, Sector 30A, Opp. Vashi Railway Station, Vashi, Navi Mumbai-400705. Vaso(Parent Goa): No DU8, Upper Ground Floor , Behind Techoclean Clinic, Suvidha Complex , Near ICICI Bank , Vasco da gama , 403802. Vellore: AKT Complex, 2nd Floor,Room No 1, 3 New Sankaranarayanan Road Tolgate,Vellore-632001. Vijayawada: 40-1-68, Rao & Ratnam Complex, Near Chennupati Petrol Pump, M.G Road, Labbipet, Vijayawada, 520 010. Visakhapatnam: Flat No. GF2, D. No. 47-3-2/2, Vigneswara Plaza, 5th Lane, Dwarakanagar, Visakhapatnam-530016 Warangal: A.B.K Mall, Near Old Bus Depot road, F-7, 1st Floor, Ramnagar, Hanamkonda, Warangal, 506001. Yamuna Nagar: 124-B/R Model Town, Yamunanagar, 135 001. Yavatmal: Pushpam, Tilakwadi, Opp. Dr. Shrotri Hospital, Yavatma, 445 001,



### L&T Investment Management Limited - Investor Service Centres

**Ahmedabad:** 1st Floor, Unit No. 101 & 104, Ratnaraj Spring Nr, Navrangpura Bus stand Navrangpura 380015 **Bangalore** : N-111(47-43), Manipal Centre, First Floor, North Block, Dickenson Road, Bangalore 560042 **Bangalore** : Site No.92,Zed Square,1 Floor,Industrial Layout,JNC Road, th 5 Block,Koramangala,Bangalore - 560 095 **Bhavnagar** : L&T Financial Services, Shop No.FF-5,Gopi Arcade,Waghawadi Road,Bhavnagar 364002 **Bhopal** : Alankar Complex, Mezzanine Floor, Above ICICI Bank, M.P.Nagar Zone-II, Bhopal-462011 **Bhubaneswar** : 428/3818, 2nd Floor, Jaydev Nagar, Kalpana Square, Near Pantho Nivas, Bhubaneswar-751002 **Borivali (Mumbai)** : Office No.308, 3rd Floor, Jalaram Business Center, Ganjawala Lane, Borivali - West, Mumbai - 400092 **Chandigarh** : SCO 147-148, Madhya Marg, Second Floor, Sector 8 C, Chandigarh - 160008 **Chennai** : 6th Floor, K.G.N. Towers,No. 62 Ethiraj Salai ( Commander- In- Chief Road), Egmore, Chennai-600105 **Cochin** : Govardhan Buildings, No. 66/3118-A, 2nd Floor, Chittoor Road, Ernakulam, Kochi - 682 035 **Coimbatore** : NO. 2-8, Third Floor, "ATRIA", Dr. NRN Layout, Papanackalpalayam, Coimbatore - 641 037. **Dalal (Mumbai)** : 407 Office No.811,8th Floor,Raheja Center,Free Press Journal Road, Nariman Point, Mumbai 400021 **Ghatkopar (Mumbai)** : Office No. 504, 5th Floor, Zest Business Spaces, M.G. Road, Ghatkopar (East), Mumbai- 400077 **Goa** : 6th Floor,Bhanav Apartment,Near Mahalaxmi Temple,Dr.Atmaram Borkar Road,Panjim,Goa 403001 **Gurgaon (New Delhi)** : Office no 221, 2nd Floor, Galleria Market, DLF City Phase 4, Gurgaon - 122002 **Hyderabad** : 2 Floor,Unit No.203/2,Block - I,6-3-1192/1/1,Kundanbagh, White House,Begumpet,Hyderabad - 500 016 **Indore** : "Dhan Trident" Block No. B-3, PU- 4, Scheme No. 54, Near Vijay Nagar Square, Indore- 452010 **Jaipur** : Shop No. 307, Third Floor, Trimurty VJaycity Point, Ashok Marg, C - Scheme, Jaipur 302001 **Jalandhar** : SCO-3, 2nd Floor, Puda Complex, Adjoining Andhra Bank, Opp. Suvidha Centre, Jalandhar City- 144001 **Jamnagar** : G-43, Ground Floor, Madhav Plaza,Opp SBI Bank,Near Lal Bungalow Jamnagar -361001 **Jamshedpur** : 3B, Rear Side,3rd Floor,Fairdeal Complex,H No 7,Main Road Bishtupur,Jamshedpur-831001 **Kalina(Mumbai)**: Ground Floor, Brindavan, Plot No 177, CST Road, Kalina, Santacruz (E), Mumbai-400098 **Kalina Mumbai (HO)** : 6th Floor, Brindavan, Plot No 177, CST Road, Kalina, Santacruz (E), Mumbai 400 098 **Kanpur** : 14/116, D-2, 1 Floor, Vodafone Tower, Near Leelamani Hospital, Civil Lines, Kanpur 208 001. **Kolhapur** : L&T Financial Services,1st Floor,F01&F02,Jaduben Plaza,1108/E,Shahupuri,Kolhapur 416001 **Kolkata** : 4th Floor, 2/1, Kankaria Centre, Russell Street, Kolkata - 700 071 **Lucknow** : Land No.12, Shop No.106, 1st Floor, Saran Chamber, Near Civil Hospital, Lucknow- 226 001 **Ludhiana** : SBI Building, Second Floor, Plot No. 19, House 223/2, Rani Jhansi Road, Near Khalsa College for Women, Ludhiana, Punjab 141001 **Nagpur** : Office No.501, 5th Floor, Shriram Shyam Tower, Sadar, Nagpur-440012 **Nashik** : 3rd Floor,Office No. 3&4, Bedmuthas Navkar Heights,Sharanpur Road,New Pandit Colony,Nashik 422005 **New Delhi** : 5th Floor, DCM Building, Barakhamba Road, New Delhi 110001 **Panipat** : NK Tower, 2nd Floor, GT Road, Panipat-132103 **Patna** : Office no.201,2nd Floor, Grand Aley Manawar, Ward No. 2, Circle No. 6,Street No.20,Holding No.256,Survey Plot No. 877,Gandhi Maidan Road, Patna-800001 **Pune** : 3rd Floor,Office No. 301 and 302, Zenith Complex, K B Joshi Path, Shivaji Nagar, Pune 411005 **Rajkot** : 2nd Floor, Office No. 212, 214 to 215, Part B, Nath Edifice, Dr. Yagnik, Road, Race Course Road, Rajkot 360001 **Surat** : 8th Floor, Office No. 800A, International Trade Center, Near Majura Gate, Ring Road, Surat 395002 **Thane (Mumbai)** : 6th Floor, Unit No.627 and 628, Lodha Supremus II, Road No. 22, Wagle Estate, Thane West 400604 **Trichy** : Sri Krishna Arcade, No.60, First Floor, Thennur High Road, Trichy 621017 **Trivandrum** : Parmeswara Towers, T C 15/1948(4), Ganapathy Kovil Road, Opp. Canara Bank, Vazhuthacaud, Trivandrum - 695014. **Vadodara** : Office No .202 - 203 , Second Floor , Sahyog Atrium , Old Padra Road , Vadodara - 390015 **Varanasi** : 2ND Floor,Unit D-64/127-CH,Arihant Complex,Sigra,Varanasi-221010 **Vijayawada** : D 27-23-252, Gopala Reddy Road, 4th Floor, Flat No. 402, Bhaskar Plaza, Governorpet, Vijayawada, Andhra Pradesh - 520 002.

### L&T Investment Management Limited - Sales Offices

**Agra** : First Floor, 108, Anand Vrindavan, Sanjay Place, Agra - 282002. **Allahabad** : FF109 & FF110, 1st Floor, Vinayak Complex, Elgin Road, Civil Lines, Allahabad-211 001. **Amritsar** : G.R Tower, 1st Floor, Mall Road, Amritsar- 143001. **Anand** : "Imperial Square", 3rd Floor,Office No. 304 & 305,Amul Dairy Road,Near Ganesh Chowkdi,Anand.388001 **Aurangabad** : 1st Floor, Renuka Krupa, Bhagya Nagar, Adalat Road, Aurangabad-431005. **Calicut** : 2nd Floor, Trade Link Complex, Challapuram Road,Mankave Junction, Calicut- 673007. **Cuttack** : 1st Floor, OSL Tower-3, Badambadi Square, Cuttack-753009. **Dehradun** : 2nd Floor, 75-A, Mak Plaza, Rajpur Road, Dehradun- 248001. **Durgapur** : B-27, Biplabi Rasbihari ,Basu Sarani, Bidhan Nagar, Sector 2A, Durgapur -713212. **Gorakhpur**: Shop No.10, Radhika Complex, Medical Road, Near Ashuran Chowk, Gorakhpur-273004 (U.P) **Guwahati** : 3 Floor,Kushan Plaza,Dispur,G.S Road,Guwahati - 781 006. **Gwalior**: 52, Kailash Vihar, City Center, Gwalior ( MP),Pin- 474009 **Hubli**: 1st Floor ,Mohinder Plaza,Opp Galgali Nursing Home,Deshpande Nagar, Travellers Bungalow Road, Hubli -580029. **Jabalpur** : 2nd Floor, Digamber Towers, Near Chanchalla Bai College, Wright Town, Jabalpur, MP-482002 **Jodhpur** : C-44, 2nd Floor,(Rear Portion), 5th Avenue, PWD Rd, Jodhpur, Rajasthan -324001 **Madurai** : Rakesh Towers, No.30C, 3rd Floor, Subramania Pillai Street Bypass Road, S.S Colony, Madurai 625016. **Mangalore**: 1st Floor, Aadheesh Avenue,Shop No.106,Opposite Besant College, M G Road, Kodiala Bail,Manglore-575003. **Muzaffarpur**: Ramrekha Complex , Ground Floor,Chapara Lodhi Road, Power House Chowk, Maripur, Muzaffarpur - 842001 **Mysore** : Kiran Mansion, First Floor, No. 646, Chamaraja Double Road, Mysore- 570024. **Pondicherry** : 1st Floor, No:144, 100 feet road, ECR Main Road, Pakkamudayanpet, Lawspet, Pondicherry- 605008. **Raipur** : 1st floor, Simran Tower, Opposite LIC Building, Pandri, Raipur-492004. **Ranchi** : 1st Floor,45, Garikhana, Near PNB, Harmu Road, Ranchi -834001. **Rourkela** : Sector 19, L&T House,Ambagan, Rourkela -769005. **Siliguri** : 3rd Floor, Infinity Square, Sevoke Road, Siliguri-734001. **Udaipur**: 32/1105, Centre Point, 2nd Floor, Opp. B.N. College, Udaipur - 313001.**Vapi**: 1st Floor, Office No-2,Jayam Complex,Plot No-32/B,1st Phase,Near GIDC Char Rasta,Vapi,Gujarat **Vishakhapatnam** : D.No : 47-14-5/1, Flat No:303, 2rd Floor,Eswara Paradise,Beside StateBank of India,Dwarakanagar Main road,Visakhapatnam- 530016.

**The Fund's website [www.ltf.com](http://www.ltf.com) will be an official point of acceptance for accepting transactions in the units of the Scheme of the Fund.**

Further, CAMS will be the official point of acceptance for electronic transactions received from specified banks, financial institutions, distribution channels, etc. (mobilised on behalf of their clients) with whom the AMC has entered/may enter into specific arrangements for purchase/sale/switch of units.

Applications from Institutional investors will be accepted by LTIML via facsimile on 1800 4190 500 as well as via an electronic email sent at - [transact@Intmf.co.in](mailto:transact@Intmf.co.in), subject to satisfaction of requirements specified by LTIML.

For further details please call at 1800 2000 400 or 1800 4190 200.

Please note our lines are open from 9 am to 6 pm, Monday to Friday and 9 am to 1 pm on Saturday.