

Investment Advisor's Name & Code 51553	Sub-Broker's Code	Systematic Transfer / Withdrawal Form Strike off sections that are not applicable

Investor's Information

Account No. <i>(For Existing Investors)</i>	Application No. <i>(For New Investors, Please attach the application form)</i>
Name of Sole/ First Holder	
E Mail Id Pls. provide your email id for mailing of Account Statement	
<i>I would like to opt for</i> <input type="checkbox"/> Systematic Transfer Plan <input type="checkbox"/> Systematic Withdrawal Plan	
Scheme _____ Plan _____ Option (Please ✓)	<input type="checkbox"/> Growth <input type="checkbox"/> Bonus <i>(Available only in Kotak Bond Regular)</i> <input type="checkbox"/> Dividend <input type="checkbox"/> Payout OR <input type="checkbox"/> Reinvestment Dividend Frequency _____
Frequency (Please ✓) <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Weekly <i>(Available only for STP)</i>	Commencement Date dd/mm/yyyy
Date <input type="radio"/> 1 st <input type="radio"/> 7 th <input type="radio"/> 14 th <input type="radio"/> 21 st	Period From mm/yyyy To mm/yyyy

Systematic Transfer Plan (STP)

To	Scheme _____ Plan _____ Option (Please ✓)	<input type="checkbox"/> Growth <input type="checkbox"/> Bonus <i>(Available only in Kotak Bond Regular)</i> <input type="checkbox"/> Dividend <input type="checkbox"/> Payout OR <input type="checkbox"/> Reinvestment Dividend Frequency _____	
Transfer Option (Please ✓)	Check List →	Minimum Criteria	
<input type="checkbox"/> Fixed Sum Min. Rs. 1000/- OR <input type="checkbox"/> Entire Appreciation	<input type="checkbox"/> Your choice of transfer option is clearly indicated. <input type="checkbox"/> STP period, date & frequency is mentioned above. <input type="checkbox"/> Scheme (Plan) - Option from & to which you wish to transfer is clearly indicated.	Transfers: 6 Amount: Rs. 1000/-	
PAN*	Sole / First Holder	Second Holder	Third Holder
Enclosed (Please ✓)	<input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61	<input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61	<input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61
<i>* Mandatory if each systematic transfer amount is > = Rs. 50,000/- . In case of minor, Please mention the PAN details of the Guardian.</i>			




Systematic Withdrawal Plan (SWP)

Withdrawal Option (Please ✓)	Check List →	Minimum Criteria
<input type="checkbox"/> Fixed Sum Min. Rs. 1000/- OR <input type="checkbox"/> Entire Appreciation	<input type="checkbox"/> Your choice of withdrawal option is clearly indicated. <input type="checkbox"/> SWP period, date & frequency is mentioned above.	Withdrawals: 6 Amount: Rs. 1000/-

Declaration and Signatures

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

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

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

**Systematic Transfers / Withdrawals - Snapshot**

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

Instructions & Information

- Please refer the Key Information Memorandum and Offer Document(s) of the respective Scheme(s) for Applicable NAV, Risk Factors, Load Structure and other information on the Scheme(s).
- If each STP amount is \geq Rs. 50,000/- then please furnish your PAN details and enclose a photocopy of PAN Card / PAN Allotment Letter / Tax Refund of all applicants. In case of minor applicants, please furnish the PAN details and PAN proof of the Guardian. In case you are not having a PAN then please furnish a declaration in Form 60/61 in duplicate.
- In case of Systematic Withdrawal / Systematic Transfer, you can choose between withdrawal / transfer of a Fixed Sum (not below Rs. 1000/-) or the Entire Appreciation on your Investment from your indicated commencement date.
- Please indicate the commencement date in your SWP / STP request. In case of Fixed Sum Withdrawal / Transfer, the commencement date is the date on which your Systematic Withdrawal / Transfer starts. In case of Entire Appreciation Withdrawal / Transfer, the commencement date is the base date from which your appreciation gets computed. Your first Withdrawal / Transfer in this case would happen after a month from the commencement date (if you have chosen the SWP/STP frequency as monthly) or after a Quarter from the commencement date (if you have opted for quarterly SWP / STP).
- We would send you an Account Statement confirming your first Systematic Withdrawal / Transfer within 3 working days from the date of the transaction. Confirmation for subsequent systematic transactions would be sent to you on a quarterly basis.
- You can choose to discontinue any of these facilities by giving 15 days prior notice in writing to our Registrar CAMS at any of the addresses mention below.
- Incorrect, incomplete, ambiguous forms will not be accepted and will be returned to the investor within 30 days of their receipt.

Instructions & Information

Checklist

Please ensure that :

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

Systematic Transfer Plan

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

Systematic Withdrawal Plan

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

CHECKLIST

Registrar : Computer Age Management Services Pvt. Ltd. 158, 2nd Floor, Rayala Towers, Anna Salai, Chennai 600 002**CAMS Investor Service Centres**

- **Ahmedabad** : 402-406, 4th Floor, Devpath Building, Off C. G. Road, Behind Lal Bungalow, Ellis Bridge, Ahmedabad - 380 006. • **Bangalore** : Trade Centre, 1st Floor, 45, Dickenson Road, (next to Manipal Centre), Bangalore - 560 042. • **Bhubaneswar** : 101/7, Janpath, Unit - III, Bhubaneswar - 751 001. • **Chandigarh** : SCO154-155, 1st Floor, Sector 17-C, Chandigarh - 160 017.
- **Chennai** : 178/10, 4th Floor, Kodambakkam High Road, Opposite Hotel Palmgrove, Chennai - 600 034. • **Coimbatore** : 66, Lokmanya Street (W), Ground Floor, R. S. Puram, Coimbatore - 641 002.
- **Durgapur** : SN-10, Ambedkar Sarani, City Centre, Durgapur - 713 216. • **Indore** : Dalal Chambers, 101, Sagarmatha Apartments, 1st Floor, 18/7, M. G. Road, Indore - 452 003. • **Jaipur** : G-III, Park Saroj, Behind Ashok Nagar Police Station, C-Scheme, R-7, Yudhishthir Marg, Jaipur - 302 001. • **Kanpur** : G-27/28, Ground Floor, Citi Centre, 63/2, The Mall, Kanpur - 208 001. • **Kochi** : 40/9633 D, Veekshanam Road, Near International Hotel, Kochi - 682 035. • **Kolkata** : Lords Buildings, 7/1, Lord Sinha Road, Ground Floor, Kolkata - 700 071. • **Lucknow** : 3, 1st Floor, Saran Chambers 1, 5, Park Road, Lucknow - 226 001. • **Ludhiana** : 20-21, (Ground Floor), Prince Market, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, P.O. Model Town, Ludhiana - 141 002.
- **Mangalore** : No. G 4 & G 5, Inland Monarch, Opp. Karnataka Bank Kadri Main Road, Kadri, Mangalore - 575 003. • **Mumbai** : Rajabahadur Compound, Opp. Allahabad Bank, 30, Mumbai Samachar Marg, Fort, Mumbai - 400 023. • **Nagpur** : 145, Lendra Park, Behind Shabari, New Ramdaspath, Nagpur - 440 010. • **New Delhi** : 304-305, Third Floor, Kanchenjunga Building, 18, Barakhamba Road, New Delhi - 110 001. • **Panaji** : 108, 1st Floor, Gurudutta Bldg., Above Weekender, M G Road, Panaji - 403 001. • **Patna** : Kamalaye Shobha Plaza, (1st Floor), Behind RBI, Near Ashiana Tower, Exhibition Road, Patna - 800 001. • **Pune** : Nirmiti Eminence, Office No. 6, 1st Floor, Opp. Abhishek Hotel, Mehandale Garage Road, Erandawane, Pune - 411 004.
- **Secunderabad** : 102, 1st Floor, Jade Arcade, Paradise Circle, Secunderabad - 500 003. • **Surat** : Niva Apartments, Above Sagrampura-Rudarpura Co-op. Bank, Bhatia Street, Nanpura, Surat - 395 001. • **Vadodara** : 109, Silver Line, Besides World Trade Centre, Sayajigunj, Vadodara - 390 005. • **Visakhapatnam** : 47/9/17, 1st Floor, 3rd Lane, Dwaraka Nagar, Visakhapatnam - 530 016.
- **Vijayawada** : 40-1-48/2 Bandar Road Adjacent to HDFC Bank Vijayawada - 520 010

