

COMMON TRANSACTION FORM



IDFC MUTUAL FUND

DISTRIBUTOR / BROKER INFORMATION				TIME STAMPING
Name & Broker Code / ARN / RIA / PMRN Code#	Sub Broker / Sub Agent ARN Code	*EUIIN	Internal Code for Sub-broker/ Employee	
ARN-64917 (amp here)	ARN-	E434563		

#By mentioning RIA/PMRN code, I/we authorize you to share with the Investment Adviser the details of my/our transactions in the scheme(s) of IDFC Mutual Fund.

*Please sign below in case the EUIIN is left blank/not provided. I/we hereby confirm that the EUIIN box has been intentionally left blank by me/us as this transaction is executed without any interaction or advice by the employee/relationship manager/sales person of the above distributor/sub broker or notwithstanding the advice of in-appropriateness, if any, provided by the employee/relationship manager/sales person of the distributor/sub broker.

SIGN HERE	First / Sole Applicant / Guardian / Authorised Signatory	Second Applicant / Authorised Signatory	Third Applicant / Authorised Signatory
	KYC compliance status (Please ✓) <input type="checkbox"/> 1st Applicant <input type="checkbox"/> 2nd Applicant <input type="checkbox"/> 3rd Applicant Folio No.		
	Name of the Sole/ First Unit Holder		

1 ADDITIONAL PURCHASE (Cheque/DD to be drawn in favour of "Name of the Scheme"). In case you do not mention Plan and/or Option units will be allotted under default option as per respective scheme information documents.

Scheme Name	IDFC	Plan	<input type="checkbox"/> Regular <input type="checkbox"/> Direct
Option	<input type="checkbox"/> Growth <input type="checkbox"/> IDCW <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment <input type="checkbox"/> IDCW Sweep (Please fill section 3) <input type="checkbox"/> IDCW frequency		
PAYMENT MODE (Please ✓): <input type="checkbox"/> Cheque <input type="checkbox"/> DD <input type="checkbox"/> OTM (One Time Bank Mandate) <input type="checkbox"/> Fund Transfer <input type="checkbox"/> RTGS / NEFT			
Bank A/c No		A/c. Type	<input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> FCNR <input type="checkbox"/> Others
Cheque / DD / UTR No. / UMRN		Date	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Drawn on Bank		Drawn on Branch & City	
Payment Type (Please ✓)	<input type="checkbox"/> Non-Third Party Payment <input type="checkbox"/> Third Party Payment (Please attach 'Third Party Payment Declaration Form')		

DEMAT ACCOUNT DETAILS (Mandatory for units in Demat Mode - Please ensure that the sequence of names as mentioned as given in folio, matches as per the Depository Details.)

NSDL: Depository Participant (DP) ID (NSDL only)	Beneficiary Account Number (NSDL only)	CDSL: Depository Participant (DP) ID (CDSL only)

2 SWITCH REQUEST (Please refer to the SID of the scheme you are switching from and to)

FROM	Scheme Name	IDFC	Plan	<input type="checkbox"/> Regular <input type="checkbox"/> Direct
	Option	<input type="checkbox"/> Growth <input type="checkbox"/> IDCW <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment <input type="checkbox"/> IDCW frequency		
	Amount (in figures (₹))	Or Units (in figures)	<input type="checkbox"/> Or All Units	
TO	Scheme Name	IDFC	Plan	<input type="checkbox"/> Regular <input type="checkbox"/> Direct
	Option	<input type="checkbox"/> Growth <input type="checkbox"/> IDCW <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment <input type="checkbox"/> IDCW Sweep (Please fill section 3) <input type="checkbox"/> IDCW frequency		

3 IDCW SWEEP OPTION

Scheme Name	IDFC	Plan	<input type="checkbox"/> Regular <input type="checkbox"/> Direct
Option	<input type="checkbox"/> Growth <input type="checkbox"/> IDCW <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment <input type="checkbox"/> IDCW frequency		

4 REDEMPTION

Scheme Name	IDFC	Plan	<input type="checkbox"/> Regular <input type="checkbox"/> Direct
Option	<input type="checkbox"/> Growth <input type="checkbox"/> IDCW <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment <input type="checkbox"/> IDCW frequency		
Amount (in figures (₹))	Or Units (in figures)	<input type="checkbox"/> Or All Units	
Amount (in words (₹))			
<input type="checkbox"/> I/we request you to credit my redemption proceeds to the below mentioned Bank A/c (Note: This bank a/c should be one of the multiple bank a/cs already registered)			
Bank A/c No		Bank Name	

DECLARATION AND SIGNATURES (Please refer instructions overleaf, before submitting the form.)

I/We have read, understood and agree to comply with the terms and conditions of the Statement of Additional Information, Scheme Information Documents and Key Information Memorandum of the Scheme(s), Foreign Account Tax Compliance Act and Common Reporting Standards, statutory requirements prescribed by SEBI, AMFI, Prevention of Money Laundering Act, 2002 (PMLA), Privacy Policy of IDFC Asset Management Company Limited available on the website of IDFC Mutual Fund www.idfcmf.com and all applicable rules and regulations and hereby confirm that I/We have not received nor been induced by any rebate or gifts, directly or indirectly, to make this investment. I/We hereby declare that I/we do not have any existing Micro SIPs which together with the current application will result in a total investments exceeding Rs. 50,000 in a year. 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 is being recommended to me/us. For NRIs / PIOs / FPIs only: I/We confirm that I am / we are Non Resident Indians / Person(s) of Indian Origin / Foreign Portfolio Investors but not (i) United States persons as per applicable Regulations or (ii) residents of Canada, and I/we have remitted funds from abroad through approved banking channels or from funds in my/ our Non-Resident External / Non-Resident Ordinary / FCNR Account maintained in accordance with applicable RBI guidelines.

I/We hereby provide my/our consent to IDFC Asset Management Company Limited ("IDFCAMC") for (i) collecting, storing and usage of personal information for the purposes of processing my/our application and providing the services to which I/we have subscribed and for the purposes of meeting legal and regulatory requirements; (ii) receiving updates on promotional material and transaction related communication via mail, telecall, SMS, etc. (iii) validating/authenticating with Unique Identification Authority of India ("UIDAI") by itself or through its Registrar and Transfer Agent ("RTA"); and (iv) downloading and updating my/our Aadhaar number(s) and associated demographic information (including updated information) in my/our accounts/folios under IDFC Mutual Fund, based on my/our Income Tax Permanent Account Number ("PAN") in accordance with the Aadhaar Act, 2016, PMLA and rules & regulations made thereunder and applicable SEBI guidelines. I/We hereby further authorise IDFCAMC for sharing/disclosing of the Aadhaar number(s) and associated demographic information (including any updated information) by itself or through its RTA, depository participants, and asset management companies of other SEBI registered mutual funds, and their RTAs, for the purpose of updating the same in my/our accounts/folios based on my/our PAN.

SIGN HERE	First / Sole Applicant / Guardian / Authorised Signatory	Second Applicant / Authorised Signatory	Third Applicant / Authorised Signatory
	For All online/channel/exchange investors, physical requests cannot be processed in absence of specimen signature. Registration of specimen signature is mandatory for such investors, before submission of any physical requests.		

ACKNOWLEDGEMENT SLIP

Received, subject to realisation, verification and conditions

From		Time Stamping
Folio No.		
<input type="checkbox"/> ADDITIONAL PURCHASE <input type="checkbox"/> REDEMPTION <input type="checkbox"/> SWITCH		

INSTRUCTIONS

A. General Instructions:

1. For subscription transaction, relevant KYC, FATCA, & UBO form should be submitted with this transaction slip, if applicable.
2. KYC & FATCA details needs to be submitted ONLY once under the folio, unless there is a change in record previously submitted
3. FATCA details are required to be submitted, in absence of which the PAN of the investor would become reportable.
4. Please read the Offer document, addendum, KIM and all scheme related information before submitting the Form.
5. As per guidelines issued by SEBI under the 'Prevention of Money Laundering Act, 2002', all unitholders should mandatorily be KYC compliant, for subscription or switch of mutual fund units. Hence applications from non-KYC compliant unitholders will not be honoured.
6. Any alteration in the form should be countersigned by the holders, in order to be successfully processed.
7. Where investor has mentioned, ARN/sub-broker/EUIN code of distributor, and selected 'DIRECT' plan under scheme option, the application would be processed under Direct plan irrespective of the Distributor information. Further, in a reverse case where an application is received under 'Regular' Plan without DIRECT /ARN code being mentioned under ARN column, the application will also be processed as a Direct Application with 'Direct' plan as the scheme option.

B. Specific Instructions - Additional Purchase

1. 1st holder should mandatorily be one of the a/c holders in the bank account from where the amount for subscription is being issued. In the case where unit holder name is not present in the payment instruction (cheque/DD/RTGS/NEFT/Fund Transfer advice) the same needs to be evidenced with necessary supporting documents, as required by the AMC
2. Applicant pay-in bank details is mandatory for additional purchase.
3. Subscription vide cash, money orders, postal orders, stock invests, outstation or post-dated cheques and third party payments will not be accepted.

C. Specific Instructions – Additional Purchase through OTM

1. Investors who choose to subscribe through OTM facility registered under their Folio, do not need to provide any pay-in instrument details
2. Bank details are mandatory, if transaction is executed through OTM facility. In case where no bank details are mentioned OR OTM mandate is not registered under the given bank details, default bank mandate under OTM facility will be considered to debit the purchase amount.
3. For transactions above 2 lacs OR subscription in Liquid and Money Market schemes, units will be allotted basis realization of funds (i.e. applicable NAV). The AMC is not liable for any delay in application of NAV, arising out of late credit of proceeds into scheme collection account.
4. Subsequent purchase transactions may be rejected by banker, if the frequency specified in OTM is not opted for "As and when presented", OR if purchase amount exceeds fixed/maximum amount specified in Mandate.
5. AMC reserves the right to reject or process an application subject to internal verification.

D. Specific Instructions – Redemption/Switch

1. Transaction is liable to rejection in case details pertaining to Folio/scheme/plan/sub option is not mentioned correctly.
2. Successful processing of transactions are subject to availability of clear mention of amount/ units
3. If there is no sufficient balance of amount/units available to match the specified units in the transaction advice, then the free/available units under the scheme will be redeemed/switched.
4. Redemption proceeds will be credited ONLY to the default bank mandate registered OR any of the pre-registered multiple bank accounts (if specified) under the folio, at the time of the transaction.

In case there is any change in your KYC information please update the same by using the prescribed 'KYC Change Request Form', available on our website www.idfcmf.com under the downloads section, and submit the same at the Point of Service of any KYC Registration Agency.

Toll free 1800 266 6688 / 1800 300 66688
Available Between
8:00 am - 8:00 pm on weekdays

Please note our investor
service email investormf@idfc.com

www.idfcmf.com

NON - FINANCIAL TRANSACTION FORM

ARN-64917 EUIN - E434563



**IMPORTANT INFORMATION:

(i) This form is applicable only for existing unit holders holding units in physical mode. (ii) Please refer overleaf for instructions to fill the form and on documentation requirement. (iii) Please tick the section applicable and strike-off other unused section to prevent misuse. (iv) Please fill-in information in legible **ENGLISH CAPITAL LETTERS**.

UNIT HOLDER INFORMATION (Mandatory)

Folio No		PAN/PEKRN	KYC ID (KIN)
Name			

1 CHANGE OF BANK MANDATE / MODE OF PAYMENT** (Mandatory to fill BOTH Old and New bank details and submit with their respective proof)

OLD BANK DETAILS	NEW BANK DETAILS
Account No.	Account No.
Account Type <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> FCNR <input type="checkbox"/> Others (please specify)	Account Type <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> FCNR <input type="checkbox"/> Others (please specify)
Bank Name	Bank Name
Branch Name	Branch Name
Branch City	Branch City
IFSC Code	IFSC Code
MICR Code	MICR Code
Old Bank Proof	New Bank Proof
Specify document enclosed	Specify document enclosed

****NOTE:** This instruction for change in bank mandate will modify/supersede the existing default mandate registered under mentioned folio number. Please fill-up multiple bank mandate registration form to change any other secondary bank details recorded.

2 NEW CONTACT DETAILS

Tel. No.	Office	Residence	Mobile No.
*Email ID			

All communications will be sent by default to the registered E-mail ID / Mobile No. In case you wish to receive physical communication (please ✓ here) ☐

3 CONSOLIDATION OF FOLIOS

Source Folio: I / We wish to consolidate all my / our investments under specified folios into one folio.
Folios to be consolidated are:

Target folio**
(Mandatory)

NOTE:

- Target folio has to be one of the source folios.
- After consolidation, the unit holder(s) agree that the details in the target folio will be applicable, even if the details were different in source folio(s).
- All Joint holders should sign, even in case of 'Anyone or Survivor'.
- In case there is no nominee in the target folio, please fill section 8.

4 PAN AND KYC UPDATION

Sole / First Applicant / Guardian	PAN NUMBER	<input type="checkbox"/> KYC Letter attached	<input type="checkbox"/> Self attested copy of PAN
Second Applicant	PAN NUMBER	<input type="checkbox"/> KYC Letter attached	<input type="checkbox"/> Self attested copy of PAN
Third Applicant	PAN NUMBER	<input type="checkbox"/> KYC Letter attached	<input type="checkbox"/> Self attested copy of PAN

5 REVALIDATION OF IDCW / REDEMPTION CHEQUE

Cheque No.	Cheque Date	DDMMYY	Cheque Amount
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☐ I request to reissue the said warrant after necessary revalidation without change in bank Mandate.
☐ I request you to update the above new bank details and make payment in new bank through NEFT/RTGS.

****NOTE:** Section 1(COB) should be mandatorily filled to facilitate NEFT/RTGS

6 CHANGE IN MODE OF HOLDING (**All Unit holder signature are required, even if current MOH is "Anyone or Survivor")

☐ "Joint "To" Anyone or Survivor" ☐ "Anyone or Survivor" To "Joint"

7 CHANGE OF IDCW OPTION

SCHEME NAME		OPTION	
IDFC	PLAN	OPTION	<input type="checkbox"/> Payout To Reinvest <input type="checkbox"/> Reinvest To Payout
IDFC	PLAN	OPTION	<input type="checkbox"/> Payout To Reinvest <input type="checkbox"/> Reinvest To Payout
IDFC	PLAN	OPTION	<input type="checkbox"/> Payout To Reinvest <input type="checkbox"/> Reinvest To Payout

NON - FINANCIAL TRANSACTION FORM [Acknowledgement copy (To be filled by investor)]

Folio No	Date
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Received from Mr./Ms./Mrs.

- ☐ Change of Bank ☐ Update of Contact Details ☐ Revalidation of IDCW / Redemption Cheque
☐ Update PAN /KYC ☐ Consolidation of Folios ☐ Change of IDCW Option ☐ Nomination



stamp & signature

8 NOMINATION DETAILS			
Registration		Change/Modification	
Cancellation			
Particulars		Nominee Details	
		Nominee 1	Nominee 2
		Nominee 3	
Nominee Name			
Address of Nominee			
Relationship with Applicant			
Date of Birth (In case of Minor)			
Name of Guardian (In case of Minor)			
Signature of Guardian/Nominee			
Percentage of Allocation			

****Request for mode of holding change and nominee change should be mandatorily signed by all the holders.**

9 SIGNATURE AND DECLARATION		
<p>I/We have read, understood and agree to comply with the terms and conditions of the Statement of Additional Information, Scheme Information Documents and Key Information Memorandum of the Scheme(s), Foreign Account Tax Compliance Act and Common Reporting Standards, statutory requirements prescribed by SEBI, AMFI, Prevention of Money Laundering Act, 2002 (PMLA), Privacy Policy of IDFC Asset Management Company Limited available on the website of IDFC Mutual Fund www.idfcmf.com and all applicable rules and regulations and hereby confirm that I/We have not received nor been induced by any rebate or gifts, directly or indirectly, to make this investment. I/We hereby declare that I/we do not have any existing Micro SIPs which together with the current application will result in a total investments exceeding Rs. 50,000 in a year. 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 is being recommended to me/us. For NRIs / PIOs / FPIs only: I / We confirm that I am / we are Non-Resident Indians / Person(s) of Indian Origin / Foreign Portfolio Investors but not (i) United States persons as per applicable Regulations or (ii) residents of Canada, and I / we have remitted funds from abroad through approved banking channels or from funds in my / our Non-Resident External / Non-Resident Ordinary / FCNR Account maintained in accordance with applicable RBI guidelines.</p> <p>I/We hereby provide my/our consent to IDFC Asset Management Company Limited ("IDFCAMC") for (i) collecting, storing and usage of personal information for the purposes of processing my/our application and providing the services to which I/we have subscribed and for the purposes of meeting legal and regulatory requirements; (ii) receiving updates on promotional material and transaction related communication via mail, telecall, SMS, etc. (iii) validating/authenticating with Unique Identification Authority of India ("UIDAI") by itself or through its Registrar and Transfer Agent ("RTA"); and (iv) downloading and updating my/our Aadhaar number(s) and associated demographic information (including updated information) in my/our accounts/folios under IDFC Mutual Fund, based on my/our Income Tax Permanent Account Number ("PAN") in accordance with the Aadhaar Act, 2016, PMLA and rules & regulations made thereunder and applicable SEBI guidelines. I/We hereby further authorise IDFC AMC for sharing/disclosing of the Aadhaar number(s) and associated demographic information (including any updated information) by itself or through its RTA, depository participants, and asset management companies of other SEBI registered mutual funds, and their RTAs, for the purpose of updating the same in my/our accounts/folios based on my/our PAN.</p>		
First Applicant/Guardian	Second Applicant	Third Applicant

For All online/channel/exchange investors, physical requests cannot be processed in absence of specimen signature. Registration of specimen signature is mandatory for such investors, before submission of any physical requests.

INSTRUCTIONS

Nomination:

- The nomination can be made only by individuals applying for / holding units on their own behalf, singly or jointly. If the units are held jointly, all joint holders will sign the nomination form irrespective whether mode of holding is Either or Survivor.
- Non-individuals including society, trust, body corporate, partnership firm, Karta of Hindu Undivided Family (HUF), holder of Power of Attorney cannot nominate. Similarly, nomination cannot be registered in folio's held in the name of the minor/s.
- Nomination can be done in favour of the Central Government, State Government, a local authority, any person designated by virtue of his office or a religious charitable trust. However, 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 minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the unit holder.
- A Non-Resident Indian (NRI) can be a Nominee subject to the exchange controls in force, from time to time.
- Nomination in respect of the units stands rescinded upon (a) transfer of units and (ii) in the event where the death of the nominee precedes the death of the unit holder.
- Transfer of units in favour of a Nominee shall be valid discharge by the asset management company against the legal heirs.
- The cancellation of nomination can be made only by those individuals who hold units on their own behalf, singly or jointly and who made the original nomination.
- On cancellation of the nomination, the nomination shall stand rescinded and the asset management company shall not be under any obligation to transfer the units in favour of the Nominee.
- Nomination can be made for maximum number of three nominees. In case of multiple nominees, the percentage of the allocation/share should be in whole numbers without any decimals making a total of 100%. In the event of the unit holder(s) not indicating the percentage of allocation/share for each of the nominees, the AMC, by invoking default option shall settle the claims equally amongst all the nominees.
- If the mode of holding is single and the existing nomination (s) is cancelled without any further nomination, it shall be construed as a deemed consent of that investor for not having any nominee in the existing folio.
- Nomination by a unitholder shall be applicable for investments in all schemes in the folio or account.
- Every new nomination for a folio/ account will overwrite the existing nomination. Nomination will be subject to the provisions of the respective Scheme Information Document.
- In case of investors opting to hold the units in demat form, the nomination details provided by the investor to the depository participant, will be applicable.
- In order to receive the amount standing to the credit of the account, in the event of the death of the unitholder, the nominee (s) shall be obliged to furnish such documents as may be required by IDFC AMC Ltd., to its satisfaction.

Change of Bank Mandate:

- Any one of the below mentioned documents has to be submitted as proof for both old and new bank mandate.

Old Bank Proof Documents	New Bank Proof Documents
Original Cancelled Cheque bearing account number and first unit holder name on the face of the cheque.	Original Cancelled Cheque bearing account number and first unit holder name on the face of the cheque.
Original bank account statement / Certified copy of the bank account statement.	Self-attested copy of bank account statement not older than 3 months.
Certified copy of the Bank passbook duly attested by branch manager/authorized personnel with his/her full signature, name, designation, employee code, and bank seal.	Self-attested copy of Bank passbook with current entries not older than 3 months.
Original Account closure confirmation letter given by the bank on their letter head.	Bank confirmation letter duly signed by branch manager/authorized personnel with his/her full signature, name, designation, employee code, and bank seal.
Bank Letter (in specified format) confirming bank account details, duly signed by branch manager/ authorized personnel with his/her full signature, name, designation, employee code, and bank seal.	-

- The name printed on the cancelled cheque/bank passbook/bank account statement/bank's letterhead should be same as per the folio.
- In case, photocopies of the above stated documents are submitted without attestation, investor must produce original for verification to the AMC branch or official point of acceptance of transactions.
- In absence of any of the old bank proofs as listed under point 1. the unit holder is required to visit their nearest AMC/ CAMS Service center for In-Person Verification (IPV). He will be required to fill a different form and submit required identity proof for verification by employee.
- IDFC AMC / Fund may call for any additional documents if required.
- The new bank account mentioned in this form will be registered as the default account.

Consolidation of Folios:

- Folios can be consolidated only if names of the all unit holders (and the pattern of holding), tax status, nomination and mode of operation (single/joint/either or survivor) are same in all source folios.
- Details like the mode of holding, bank mandate, address, nomination etc. in the target Folio will be applicable and will prevail after consolidation even if they were different details in source folio.
- All joint holders must sign on consolidation requests irrespective of the mode of operation (single / joint / either or survivor) in the source folios.
- Folios once consolidated cannot be separated.
- Consolidation is effected at the folio level and not at the scheme level.

Alterations in the form, if, any, should be countersigned.

Toll free 1800 266 6688 / 1800 300 66688
Available Between
8:00 am - 8:00 pm on weekdays

Please note our investor
service email id
investormf@idfc.com

www.idfcmf.com