

FOR OFFICE USE ONLY

NON-COMMERCIAL TRANSACTION FORM FOR EXISTING INVESTORS

This Form is for use only by the existing Unitholders of the schemes of Daiwa Mutual Fund. Please use a separate form for each transaction.

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INSTRUCTIONS AND TERMS AND CONDITIONS

GENERAL INSTRUCTIONS:

- This Form is for use only by the existing unitholders of the Schemes of Daiwa Mutual Fund.
- Investors should refer to the Scheme Information Document (SID) & KIM of the respective Scheme(s) carefully before filling the Form.
- For non KYC compliant Unit holders, change of address can be requested giving details of the new address to be updated in the form. KYC compliant Unit holders are requested to contact CVL directly for any change of address requests.
- Bank account registration/deletion request will be accepted and processed only if all details are correctly filled and the necessary documents are submitted Please enclose a cancelled cheque leaf/duly self attested photocopy of the cancelled cheque for each of the bank accounts sought to be registered along with the cancelled cheque leaf/duly self attested photocopy of the cancelled cheque for each of the bank accounts to be changed/deleted/replaced. This will help in verification of the account details and register them accurately. If the bank account number on the cheque leaf is handwritten or investor name is not printed on the face of the cheque, copy of the bank account statement or passbook giving the name, address and the account number should be enclosed. If photocopy of any document is submitted, the copy should be certified by the bank and the investor must produce the original document for verification. The request is liable to be rejected if any information is missing or incorrectly filled or if there is deficiency in the documents submitted. If any of the registered bank accounts are closed/altered, the investor should immediately intimate the AMC in writing with an instruction to delete/alter the said bank account.
- The first/sole unit holder in the folio should be one of the holders of the bank account being registered.
- In case the existing bank account is already closed, the Unit holder should submit a duly stamped original letter from the bank on the bank's letterhead, confirming closure of the account.

The documents to be submitted should be complete in all respects to the satisfaction of the AMC, failing which the request for the change of bank mandate will not be processed. Redemptions/Dividend payments, if any, will be processed as per specified service standards and the last registered bank account information will be used for such payments to the Unitholder.

DECLARATION AND SIGNATURES:

 All signatures should be in English or any Indian language. Thumb impressions should be of the left hand for males and right hand for females and in all cases be attested by a Magistrate, Notary Public or Special Executive Magistrate.

- Applications by minors should be signed by their guardians. In the case of a Hindu Undivided Family (HUF), the Karta should sign on behalf of the HUF.
- c. Authorized officials should sign the Form under their official designation and company seal. A list of authorized officials, duly certified and attested, should also be attached to the Application Form. In the case of a trust fund, a resolution from the trustee(s) authorising such purchase or investment must be submitted.
- d. If you are investing through your constituted attorney, please ensure that the PoA documents are signed by you and your Constituted Attorney. The signature in the Application Form, then, needs to clearly indicate that the signature is by the Constituted Attorney on your behalf.

INSTRUCTIONS FOR NOMINATION:

- Nomination is not allowed in a folio held on behalf of a minor. Nomination Form can not be signed by PoA Holders.
- The nomination(s) can be made only by individuals 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. Upto 3 nominees can be appointed.
- 3. A minor can be nominated and in that event, name and address of the guardian of the minor nominee shall be provided by the unit holder. Nomination(s) 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.
- 4. 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 control regulations in force, from time to time.
- Nomination(s) in respect of the units stands rescinded upon the transfer/ redemption of units. Transfer of units in favour of a Nominee shall be valid discharge for the AMC/Mutual Fund against the legal heir.
- 6. The cancellation/revocation of nomination(s) 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(s), the nomination shall stand rescinded and the AMC/Mutual Fund shall not be under any obligation to transfer the units in favour of the Nominee.
- In case of more than one nominee, if the percentage of allocation/share for each of the nominees is not indicated, the AMC shall settle the claim equally amongst all the nominees.
- Nomination is mandatory for new folios / accounts opened by individuals especially with sole holding.
- 9. It is mandatory to mention if you wish / do not wish to nominate.