

TRANSACTION FORM



Pramerica

MUTUAL FUND

Please read instructions carefully. Please strike off any sections that are not relevant or not applicable.

Application No. _____

All sections to be completed legibly in English in Black/Blue coloured ink and in BLOCK letters.

1. DISTRIBUTOR INFORMATION (Refer Section 1 under instructions)		FOR OFFICE USE ONLY		
Distributor Code	Sub Broker Code	Branch Serial Code	Registrar Serial No.	Date/Time of Receipt
ARN -				
Upfront commission shall be paid directly by the investor to the AMFI registered Distributors based on the investors' assessment of various factors including services rendered by the distributor.				
2. UNIT HOLDER DETAILS (MANDATORY) (Please fill in BLOCK Letters)		(Refer Section 2 under instructions)		
Name of Sole /First Applicant <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> M/s. (Please ✓ any one)		Existing Folio No. _____		
FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____				
PAN <input type="text" value="1st Applicant"/> <input type="text" value="2nd Applicant"/> <input type="text" value="3rd Applicant"/>				
Enclosed (Please ✓) <input type="checkbox"/> Attested PAN Card Copy <input type="checkbox"/> KYC Acknowledgement Letter <input type="checkbox"/> Attested PAN Card Copy <input type="checkbox"/> KYC Acknowledgement Letter <input type="checkbox"/> Attested PAN Card Copy <input type="checkbox"/> KYC Acknowledgement Letter				
Please note that furnishing of PAN together with an attested copy of PAN Card and KYC Acknowledgement Letter is mandatory for each unit holder.				
3. ADDITIONAL PURCHASE REQUEST		(Refer Section 3 under instructions)		
Scheme Name _____		Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		
Dividend Facility (Please ✓ any one) <input type="checkbox"/> Payout <input type="checkbox"/> Re-investment		Dividend Frequency _____		
Mode of Payment <input type="checkbox"/> Cheque <input type="checkbox"/> Demand Draft <input type="checkbox"/> Electronic Fund Transfer		Source of Funds (For NRI/FIIs Investors) <input type="checkbox"/> NRE <input type="checkbox"/> NRO <input type="checkbox"/> FCNR <input type="checkbox"/> OTHERS (please specify) _____		
Amount ₹ <input type="text"/>		DD Charges ₹ <input type="text"/> Cheque / DD No. <input type="text"/> Dated <input type="text" value="DDMMYYYY"/>		
Drawn on Bank _____		Branch & City _____		
Please note that in case of a third party payment, it is mandatory to fill the Third Party Declaration Form.				
4. SWITCH REQUEST		(Refer Section 4 under instructions)		
From Scheme _____		To Scheme _____		
Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		
Dividend Facility (Please ✓ any one) <input type="checkbox"/> Payment <input type="checkbox"/> Re-investment		Dividend Facility (Please ✓ any one) <input type="checkbox"/> Payment <input type="checkbox"/> Re-investment		
Dividend Frequency _____		Dividend Frequency _____		
Amount ₹ <input type="text"/> OR No. of Units <input type="text"/>		OR <input type="checkbox"/> All units (Please ✓)		
5. REDEMPTION REQUEST		(Refer Section 5 under instructions)		
Scheme _____		Option (Please specify) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		
Amount ₹ <input type="text"/> OR No. of Units <input type="text"/>		OR <input type="checkbox"/> All units (Please ✓)		
Bank Account <input type="checkbox"/> Option 1 (Default) <input type="checkbox"/> Option 2 <input type="checkbox"/> Option 3 <input type="checkbox"/> Option 4 <input type="checkbox"/> Option 5				
Please note that redemption proceeds will be credited to the Default Bank Account. All the Bank Accounts registered with us are printed on your account statement. In case you wish to receive the redemption proceeds in any other Bank Account registered with us, then please (✓) the appropriate Option above.				
6. SYSTEMATIC WITHDRAWAL PLAN (SWP) (To be submitted at least 7 days before the 1st due date for withdrawal)		(Refer Section 6 under instructions)		
Scheme _____		Plan _____		
Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		Dividend Frequency _____		
Withdrawal Instalment ₹ _____		Withdrawal Frequency : <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly		
No. of Instalments _____		Withdrawal Date <input type="checkbox"/> 10th <input type="checkbox"/> 25th		
Total Withdrawal _____		Withdrawal From <input type="text" value="MMYYYY"/> to <input type="text" value="MMYYYY"/> (First Instalment) (Last Instalment)		
7. SYSTEMATIC TRANSFER PLAN (STP) (To be submitted at least 7 days before the 1st due date for transfer)		(Refer Section 7 under instructions)		
From Scheme _____		Plan _____		
Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend		Dividend Frequency _____		
To Scheme _____		Plan _____		
Option (Please ✓ any one) <input type="checkbox"/> Growth <input type="checkbox"/> Dividend Reinvestment <input type="checkbox"/> Dividend Payout		Dividend Frequency _____		
Transfer Instalment ₹ _____ No. of Instalments _____		Transfer Frequency <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly		
Total Transfer ₹ _____		(Please ✓ any one) <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly		
Transfer Period From <input type="text" value="MMYYYY"/> To <input type="text" value="MMYYYY"/> (First Instalment) (Last Instalment)		STP day (Weekly or Fortnightly) _____ Please specify day of the week		
		STP dates (Monthly or Quarterly) (Please ✓ any one) <input type="checkbox"/> 1st <input type="checkbox"/> 7th <input type="checkbox"/> 10th <input type="checkbox"/> 15th <input type="checkbox"/> 25th <input type="checkbox"/> All 5 days		
8. DECLARATION AND SIGNATURE(S) (To be signed by ALL UNIT HOLDERS if mode of holding is 'Joint')		(Refer Section 7 under instructions)		
I/We have read and understood the contents of the respective Scheme Information Document, Statement of Additional Information and Key Information Memorandum of Pramerica Mutual Fund. I/We have neither received nor been induced by any rebate or gifts, directly or indirectly in making this transaction. 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.				
SIGNATURE(S)		<input type="text" value="DDMMYYYY"/>		
1 st Applicant/Guardian/Authorised Signatory/POA	2 nd Applicant/Guardian/Authorised Signatory/POA	3 rd Applicant/Guardian/Authorised Signatory/POA		

INSTRUCTIONS FOR COMPLETING THE TRANSACTION FORM

General Instructions

1. This Transaction Form would help in making purchases, switches, redemptions, systematic transfer/withdrawal from existing investments. New applicants who wish to invest in Pramerica Mutual Fund should fill a separate prescribed Common Application Form.
2. Please read the Scheme information Document KIM of the respective schemes carefully before investing.
3. Please strike off any sections that are not relevant / applicable. Please counter-sign in accordance with your mode of holding against any corrections that you make in the Transaction Form.
- 4 **Please note that section 2 has to be filled mandatorily.**
5. Permanent Account Number (PAN); Please note that furnishing of an attested copy of PAN card for each applicant is mandatory [except Central Government, State Government and the officials appointed by the Courts eg. Official Liquidator, Court Receiver, etc (under the category of government), investors residing in the state of Sikkim for all investments and investors making Micro SIP of Investment]. The attestation of the copy of PAN card may be done by a Notary Public or a Gazetted Officer or a Manager of a Bank or a financial adviser under his seal and should carry the name and designation of the person attesting it. In the absence of this, your application will be rejected.
6. KYC is compulsory for all transactions.
7. Please refer the 'Guidance Notes' below. This should help in filling the necessary details correctly and completely.
8. Completed Transaction Forms should be submitted to your nearest Investor Service Center of Pramerica Mutual Fund or Karvy Computershare Pvt. Ltd.
9. If the investor has more than one transaction to provide, he should use separate form for each transaction.

INSTRUCTIONS FOR FILLING THE TRANSACTION FORM

Section 1 - DISTRIBUTOR INFORMATION

- In case, the investor is directly applying, then they should clearly mention "DIRECT" in the column mentioned Name & Agent Code.
- Any edition or cancellation of the Distributor Information should be countersigned by the investor else the same is liable to be rejected.

Section 2 - UNIT HOLDERS DETAILS

- This section is mandatory
- Please furnish the name of the Sole / First Unit Holder and the existing Folio Number.
- Please fulfill requirement specified in General Instruction 4 & 5 for all Unit holders.

Section - 3 ADDITIONAL PURCHASE

- For Additional purchase, cheque or demand draft should be payable locally at the city where the purchase application is deposited, and should be drawn on any bank that is a member of the local Clearing House. All cheques/ drafts accompanying the additional purchase request should be crossed "Account Payee Only", and drawn in favour of the Scheme in which the investment is being made.

Note:

- Third Party payment will not be accepted. In case of exceptions (as per AMFI Circular) to third party payment, please fill the 'Third Party Declaration Form'. In case of payment made by Bank draft, please attached Banker certificate as well.
- as per RBI guidelines cheques with alterations in Payee name and the Amount will not be honored. Hence alterations in the cheques should be avoided.
- Non-Resident Indians (NRI) and Person of Indian Origin (PIOs) are requested to attach a Foreign Inward Remittance Certificate (FIRC) or an Account Debit Certificate from the bankers along with the additional purchase request form to enable the AMC to ascertain the repatriation status of the amount invested.
- In case the investor desires to invest in more than one scheme/ plan/ option, he should submit a separate payment instrument and a separate transaction form for each such investment.
- Please mention the Folio Number and the Name of the First Unit holder behind the cheque / draft before they are handed over to any courier / messenger / distributor / ISC.

Section 4 - SWITCH OUT

- Please specify the Source Scheme and Target - Option for the switch transaction
- Please specify the amount / number of units to be switched. If all units are to be switched, then please tick against the box provided.
- If the balance in the Scheme - Option after taking into account the switch is below the minimum switch size (either in amount or in units whichever is less), the entire balance would be switched to the target scheme.
- If the switch request specifies both amount and units for switch, the switch out transaction would be processed on the basis of number of units.

Section 5 - REDEMPTION REQUEST

- Please specify the scheme / option details and the amount / number of units you wish to redeem. If all units are to be redeemed, please tick against the box provided for the purpose.
- If the redemption request specifies both amount and units for redemption, the redemption transaction would be processed on the basis of number of units.
- In case the number of units or amount is not specified in the redemption request, the request will be rejected.
- If the balance units in the folio at the time of redemption is not adequate to cover the amount of request, all units in the folio shall be redeemed

Multiple Bank Mandate Registration:

- Investor may register multiple Bank Mandates in a single folio using "Bank Accounts Registration Form", available on our website i.e. www.pramerica.com and also at the Official Points of Acceptance (OPA). An investor may register up to 5 bank accounts in case the investor is an individual/ HUF and upto 10 bank accounts in case the investor is a non-individual. The following documents are required to be submitted along with the Multiple Bank Accounts Registration form:
 - ✓ Cancelled cheque leaf, or
 - ✓ Bank Statement / Pass Book Page with account number, account holders' name and address.
- The Bank Mandate mentioned in the original application form will be considered as the default bank mandate and all additional bank mandates would be considered as optional bank mandates. To change the Default Bank Mandate under a folio, the investor needs to fill the Bank Account Registration Form and submit it to the nearest Investor Service Center.
- In case the investor the redemption proceeds to be credited to any one of the optional bank accounts from amongst the bank mandates registered under the folio, the investor needs to clearly indicate the same in the redemption application; in the absence of such indication, the redemption proceeds would be credited to the default bank account.
- In case request for redemption is received together with a change of bank account (using Transaction Form or Bank Account Registration Form) or before verification and validation of the new bank account, the redemption request would be processed to the registered default bank account. Unit holders may note that it is desirable to submit their requests for change in bank details at least seven calendar days prior to date of redemption/dividend payment, if any. Any redemption request placed along or during this period shall ordinarily be processed as per the earlier bank account registered in the records of the Registrars.
- Pramerica Mutual Fund will endeavour to remit the Redemption and Dividend proceeds through electronic mode, wherever sufficient bank account details of the unit holder are available.

Section 6 - SYSTEMATIC TRANSFER PLAN (STP)

Please note that an STP request would be registered with us within 7 days from the date of lodgement of STP Request. Investor must specify the scheme details, the number of instalments, the total withdrawal sought, the withdrawal period.

- STP Frequency: Daily, Weekly, Fortnightly, Monthly, Quarterly.
- Minimum amount per instalment for Daily, Weekly Fortnightly & Monthly: Rs 500/- & multiples of Rs 100/- thereafter. Minimum amount per instalment for Quarterly: Rs 2500/- and in multiples of Rs 100/- thereafter.
- Minimum number of instalments are 10 for Daily, Weekly, Fortnightly & Monthly and 2 for Quarterly.
- The STP transaction on Monthly/ Quarterly basis is available on 1st, 7th, 10th, 15th, 25th & all 5 dates of the month and for Daily, Weekly, Fortnightly on any business day.
- Units will be allotted/ redeemed at the applicable NAV based price on the respective dates, and the respective scheme under which such transfer to/from is applied, from the scheme.

Section 7 - SYSTEMATIC WITHDRAWAL PLAN (SWP)

Please note that SWP request would be registered with us within 7 days from the date of lodgement of SWP Request. Please specify the scheme details, transfer instalment amount, the number of instalments, the total amount sought to be transferred, the transfer frequency and the transfer period.

The SWP transaction is available on 10th and 25th of every month. The minimum withdrawal amount under SWP facility is the same as the minimum redemption amount under the scheme. Minimum Instalment: 2.

Section 6 & 7 - COMMON INSTRUCTION

- If any SIP / STP / SWP installment due date falls on a non-Business day, then the respective transactions will be processed on the next Business day (immediately succeeding Business Day for both the schemes in case of STP)
- If the STP / SWP period or no. of installments is not specified by the applicant in the STP / SWP Enrolment Form, the transactions will be processed until the balance of units in the unitholder's folio in the Source scheme becomes zero; STP/SWP mandate will terminate automatically if all Units from the respective source scheme are redeemed or upon the Mutual Fund receiving a written intimation of death of the sole / 1st Unit holder.
- The STP/SWP mandate may be discontinued by a Unit holder by giving a written notice of 7 days.

Section 8 - DECLARATION AND SIGNATURES

- All signatures should be in English or any Indian language. Thumb impressions should be from the left hand for males and the 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.
- Authorised officials should sign the form under their official designation and organisation seal. A list of authorized officials, duly certified and attested, should also be attached to the application form.
- If case of investing through constituted attorney, please ensure that the POA document is signed by the beneficial investor (POA donor) donor and the Constituted Attorney. The signature in the Application Form, in such cases should to clearly indicate that the signature is by the Constituted Attorney.

PRAMERICA INVESTOR SERVICE CENTRES

AHMEDABAD : First Floor, Zodiac Avenue, Opp Mayor's Bungalow, Law Garden Road, Ellis Bridge, Ahmedabad- 380006. **BENGALURU** : Unit No.806, 8th Floor, Prestige Meridian - I, 29, M.G. Road, Bengaluru - 560001. **CHENNAI** : Unit No 205, 2nd Floor, Prince Towers, 25/26, College Road, Chennai 600 034. **HYDERABAD** : Unit No 305, 3rd floor, Ashok Scintilla, H No 3-6-520, Himayatnagar, Hyderabad-500029. **KOLKATA** : Om Towers, 10th Floor, Unit No 1008, 32, Chowringhee Road, Kolkata- 700071. **MUMBAI** : 2nd Floor, Nirlon House, Dr. A.B. Road, Worli, Mumbai - 400 030. **NEW DELHI** : Flat No 1104, 11th Floor, Surya Kiran Building, 19, Kasturba Gandhi Marg, New Delhi - 110001. **PUNE** : Deccan Chambers, Office No. A-1, C. T. S. No. 33/40, Erandwana, Karve Road, Pune - 411004.

PRAMERICA ASSET MANAGERS PRIVATE LTD.

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