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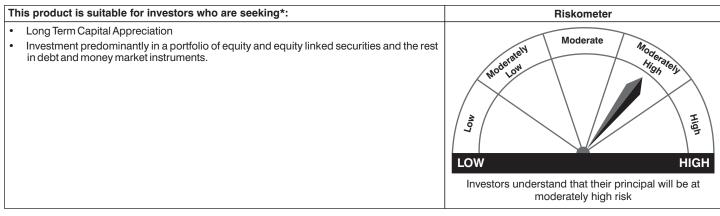
## **KEY INFORMATION MEMORANDUM**

## **UNION PRUDENCE FUND**



(An Open-ended Dynamic Asset Allocation Fund)

# $\begin{array}{l} \mbox{Offer of Units of $$\eq$ 10 per unit for cash during the} \\ \mbox{New Fund Offer Period and at NAV based prices upon re-opening} \end{array}$



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

New Fund Offer Opens on:	December 07, 2017	New Fund Offer	Closes on:	December 15, 2017
Scheme Re-	pens for continuous sale and repurch	iase on:	January 01, 2018	

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 etc. investors should, before investment, refer to the Scheme Information Document and Statement of Additional Information available free of cost at any of the Investor Service Centres or distributors or from the website www.unionmf.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.

This KIM is dated November 28, 2017.

## Name of Mutual Fund:

Union Mutual Fund (formerly Union KBC Mutual Fund) Registered Office: Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400059 • www.unionmf.com

## Name of Asset Management Company:

Union Asset Management Company Private Limited (formerly Union KBC Asset Management Company Private Limited): Corporate Identity Number (CIN): U65923MH2009PTC198201 Registered Office: Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400059

Toll Free No. 18002002268 • Non Toll Free. 022-67483333 • Fax No: 022-67483401 • Website: www.unionmf.com • Email: investorcare@unionmf.com

## Name of Trustee Company:

Union Trustee Company Private Limited (formerly Union KBC Trustee Company Private Limited): Corporate Identity Number (CIN): U65923MH2009PTC198198 Registered Office: Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400059

T +91-22-6748 3300 • F +91-22-6748 3401

## Name of Sponsor:

**Union Bank of India** 

Registered Office: Union Bank Bhavan, 239, Vidhan Bhavan Marg, Nariman Point, Mumbai - 400 021

Name of Registrar:

Computer Age Management Services Private Limited (CAMS) Registered Office: New No. 10, Old No. 178, M.G.R. Salai, Nungambakkam, Chennai - 600034

#### TYPE OF THE SCHEME : An Open-ended Dynamic Asset Allocation Fund

**INVESTMENT OBJECTIVE**: The investment objective of the Scheme is to achieve long term capital appreciation and generate income through an equity portfolio by using long equities, equity derivatives and arbitrage opportunities available.

However, there is no assurance that the Investment Objective of the scheme will be achieved.

ASSET ALLOCATION PATTERN OF THE SCHEME : Under normal circumstances, the asset allocation pattern will be as follows:

Instruments	Indicative allocations (% of Net Assets)		Risk Profile
	Minimum	Maximum	High/Medium/ Low
Equity and Equity related instruments	65%	100%	Medium to High
Equity Derivatives	0%	45%	Medium to High
Debt and Money Market Instruments	0%	35%	Low to Medium
Investment in Securitized Debt - Nil			

#### Investment in Securitized Debt - Nil

Investments in Derivatives – upto 45% of the net assets of the scheme. The Scheme may use derivatives for such purposes as may be permitted by the Regulations, including for the purpose of hedging and portfolio balancing, based on the opportunities available and subject to guidelines issued by SEBI from time to time. The gross equity exposure will be maintained between 65% to 100% while the net equity exposure is to be maintained between 30% to 100%. The difference between these exposures will be carried out using derivatives. The derivatives may be used to hedge the gross exposure where the net exposure is required to be brought down. For e.g. if the gross exposure to bring down net exposure to equity shares to 30%.

Investments in Securities Lending – upto 20% of its net assets of the scheme (where not more than 5% of the net assets of the scheme will be deployed in securities lending to any single counterparty).

In accordance with SEBI Circular No. Cir/ IMD/ DF/ 11/ 2010 dated August 18, 2010, the aggregate asset allocation will not exceed 100% of the net assets of the scheme.

The scheme does not intend to invest in overseas/foreign securities or participate in repo/ reverse repo transactions in corporate debt securities or engage in short selling or in Equity Linked Debentures or participate in credit default swap transactions.

Pending deployment of funds of the Scheme, in securities in terms of the investment objective, the AMC may park the funds of the scheme in short term deposits of scheduled commercial banks, subject to the guidelines issued by SEBI vide its circular dated April 16, 2007, as amended from time to time.

At all times the portfolio will adhere to the overall investment objective of the scheme.

Please refer the Scheme Information Document (SID) of the Scheme for further details.

**INVESTMENT STRATEGY**: The investment team will follow an active strategy to manage the assets of the fund. The Scheme will invest predominantly in equities. Union Prudence Fund will use a combination of top down and bottom up approach. The top-down process will lead to the active ongoing asset allocation decision between equity and debt and the bottom up process would lead to stock selection across market capitalisation through fundamental research.

The scheme portfolio constructed will be a blend of value and growth stocks picking through fundamental research. The Scheme will use derivatives to hedge the downside risk of the portfolio. The Scheme will take a call on the hedging strategy based on qualitative, quantitative and market factors.

The Scheme will seek to reduce volatility of returns by actively using derivatives as hedge. This will make the Scheme forgo some upside but shall protect downside.

The investment team shall also scan the market for opportunities and shall evaluate the individual companies on their merits, leading to the bottom-up investment decision.

The fund manager shall use derivatives within the permissible limits actively in-addition to hedging and rebalancing the portfolio.

The fund manager could also use active cash calls as a means to rebalance or hedge the portfolio upto the permissible limits.

#### RISK PROFILE OF THE SCHEME : Mutual Fund Units involve investment risks including the possible loss of principal. Please read the SID carefully for details on risk factors before investment.

Scheme specific Risk Factors are summarized below:

#### Risks associated with investments in Equity and Equity related instruments:

Investments in equity and equity related securities involve a degree of risk and investors should not invest in equity schemes unless they afford to take the risk of losing their investment.

Equity instruments by nature are volatile and prone to price fluctuations on a daily basis due to both micro and macro factors. Volatility in the capital markets, changes in policies of the Government, taxation laws or any other political and economic development may negatively affect the prices of the securities invested in by the Scheme. Trading volumes, settlement periods and transfer procedures may restrict the liquidity of some of the investments. The Scheme may inter-alia also may be exposed to the risk arising from over exposure to few securities/issuers/sectors.

### Risks associated with Investments in Fixed Income Securities:

The NAV of the Scheme, to the extent invested in Debt and Money Market securities, will be affected by changes in the interest rates due to various factors such as government borrowing, inflation, economic performance etc. The NAV of the Scheme is expected to increase from a fall in interest rates while it would be adversely affected by an increase in the level of interest rates. Investments in Fixed Income securities may inter-alia carry Re-investment Risk, Spread Risk, Credit/Default Risk and Prepayment Risk.

#### Risks associated with investments in Derivatives:

Derivative products are leveraged instruments and can provide disproportionate gains as well as disproportionate losses to the investor. Execution of such strategies depends upon the ability of the fund manager to identify such opportunities. Identification and execution of the strategies to be pursued by the fund manager involve uncertainty and decision of fund manager may not always be profitable. The risks associated with the use of derivatives are different from or possibly greater than, the risks associated with investing directly in securities and other traditional investments. **Please refer the SID for further details.** 

**RISK MITIGATION STRATEGIES**: The asset allocation of the Scheme will be steadily monitored and it shall be ensured that investments are made in accordance with the scheme objective and within the regulatory and internal investment restrictions prescribed from time to time. A detailed process has been designed to identify measure, monitor and manage portfolio risk.

Some of the risks and the corresponding risk mitigating strategies are listed below:

Risk	Risk mitigation strategy
Market Risk The scheme is vulnerable to price fluctuations and volatility changes, which could have a material impact on the overall returns of the scheme.	Endeavour to have a well diversified portfolio of good companies with the ability to use cash/ derivatives for hedging.
Business Risk Risk related to uncertainty of income caused by the nature of a company's business and having an impact on price fluctuations.	Portfolio companies carefully selected to include those with perceived good quality of earnings.
Derivatives Risk Various inherent risks arising as a consequence of investing in derivatives.	Continuous monitoring of the derivatives positions and strictly adhere to the regulations.
Concentration Risk Risk arising due to over exposure to few securities/issuers/sectors.	Ensuring diversification by investing across the spectrum of securities/issuers/sectors.
Liquidity Risk Risk associated with saleability of portfolio securities	Monitor the portfolio liquidity periodically.
Interest rate risk Security price volatility due to movements in interest rate	Control portfolio duration and periodically evaluate the portfolio structure with respect to existing interest rate scenario.
Credit Risk Risk that the debt issuer may default on interest and/or principal payment obligations	Investment universe carefully defined to include issuers with high credit quality; critical evaluation of credit profile of issuers on an on-going basis.
Performance Risk Risk arising due to changes in factors affecting markets	Endeavour to have a well diversified portfolio of good companies, carefully selected to include those with perceived good quality of earnings.

For more details please refer to the SID of the Scheme.

PLANS : The Scheme has the following Plans across a common portfolio:

- Direct Plan: Direct Plan is only for investors who purchase /subscribe Units in the Scheme directly with Union Mutual Fund and is not available for investors who route their investments through a Distributor (AMFI registered distributor / ARN Holder). Investors subscribing under Direct Plan will have to indicate the Plan against the Scheme name in the application form as "Union Prudence Fund - Direct Plan".
- Regular Plan: Regular Plan is for investors who purchase /subscribe Units in the scheme through a Distributor.

The Direct Plan shall have a lower expense ratio as compared to the Regular Plan to the extent of distribution expenses, commission, etc and no commission for distribution of Units will be paid / charged under the Direct Plan. The Direct Plan shall have a separate NAV.

#### Default Plan:

The treatment of applications under "Direct"/ "Regular" Plans shall be as follows:

Scenario	Broker Code mentioned by the investor	Plan mentioned by the investor	Default Plan to be captured
1	Not mentioned	Not mentioned	Direct Plan
2	Not mentioned	Direct	Direct Plan
3	Not mentioned	Regular	Direct Plan
4	Mentioned	Direct	Direct Plan
5	Direct	Not Mentioned	Direct Plan
6	Direct	Regular	Direct Plan
7	Mentioned	Regular	Regular Plan
8	Mentioned	Not Mentioned	Regular Plan

In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under 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 allotment of the aforesaid units under the Regular Plan, without any exit load.

**OPTIONS**: Union Prudence Fund has the following options offered under each of the above mentioned Plans:

- Growth Option: This option is suitable for investors who are not seeking dividend but who invest
  only with the intention of capital appreciation.
- **Dividend Option:** This option is suitable for investors seeking income through dividend declared by the Scheme. Under this option, the scheme will endeavour to declare dividends from time to time. The dividend shall be dependent on the availability of distributable surplus.

The Dividend Option has the following facilities:

- Dividend Re-investment Facility
- Dividend Pay-out Facility
- Dividend Sweep Facility

**Default Option / Facility:** In cases where the investor fails to opt for a particular Option at the time of investment, the default Option will be Growth.

If the investor chooses Dividend Option and fails to mention a Facility then the default Facility will be Reinvestment Facility.

If the dividend payable under the Dividend Sweep Option or Dividend Payout Option is equal to or less than ₹ 500 then the dividend would be compulsorily reinvested in the existing option of the Scheme.

If an investor opts for dividend sweep option, the investor must meet the minimum balance criterion in the target scheme and in the same folio, else the dividend will be compulsorily re-invested in the source scheme.

#### OPTION TO HOLD UNITS IN DEMATERIALISED FORM

The Unit holders are given an Option to hold the units in Physical form (by way of an Account Statement) or Dematerialized ('Demat') form.

Each Option under each Plan held in the dematerialised form shall be identified on the basis of an International Securities Identification Number (ISIN) allotted by National Securities Depositories Limited (NSDL) and Central Depository Services Limited (CDSL). The ISIN No. details of the respective option under the respective Plan can be obtained from your Depository Participant (DP) or you can access the website link www.nsdl.co.in or www.cdslindia.com. The holding of units in the dematerialised mode would be subject to the guidelines/procedural requirements as laid by the Depositories viz.NSDL/CDSL from time to time.

#### Subscription of units under Dematerialised Mode & allotment thereof:

The Applicants intending to hold the Units in dematerialised mode will be required to have a beneficiary account with a DP of the NSDL/CDSL and will be required to mention the DP's Name, DP ID No. and Beneficiary Account No. with the DP in the application form at the time of subscription/ additional purchase of the Units of the Scheme/Plan/Option.

The applicant shall mandatorily attach a self-attested copy of the latest demat account statement/ client master statement along with the application forms at the time of initial subscription. The application for subscription would be liable to be rejected by the AMC/ Registrar under the following conditions:

- o In case the applicants do not provide their Demat Account details in the application form; or
- o In case the applicants do not provide their Demat Account details in the application form; or
- The demat details provided in the application form are incomplete / incorrect or do not exactly match with the details in the Depository records; and/or
- o The mode of holding in the application form does not match exactly with that of the demat mode of holding

Further, investors also have an option to convert their physical holdings into the dematerialised mode at a later date.

NOTE: It may be noted that the facilities viz. Switch in and out, Systematic Withdrawal Plan (SWP) / Systematic Transfer Plan (STP), are currently not available in the dematerialised mode. It may also be noted that units in the demat mode shall only be credited in the DP account on the basis of realization of funds.

#### Redemption of units under Dematerialised Mode:

Investors are requested to note that the Investor Service Centres / Official Points of Acceptance of the Mutual Fund or its Registrar will not accept redemption requests for units held in demat mode. Investors who hold units in demat form, would need to route redemption requests through their DPs in the format prescribed by them.

For further details refer Section III 'Units and Offer' in the SID.

#### APPLICABLE NAV (after the scheme opens for repurchase and sale)

The following cut-off timings shall be observed by the Mutual Fund in respect of a valid application received on any business day at an Official Point of Acceptance of transactions:

## Subscriptions / Purchases including Switch - ins

Cut off Time	Applicable NAV
Where the application is received upto 3.00 PM with a local cheque or demand draft (if permitted) payable at par at a place where it is received	The Closing NAV of the day of receipt of application.
Where the application is received after 3.00 PM with a local cheque or demand draft (if permitted) payable at par at a place where it is received	The Closing NAV of the next business day.
*Where the application is received with an outstation cheque or demand draft which is not payable on par at the place where it is received	The Closing NAV of the day on which the cheque or demand draft is credited.
In respect of purchase of units with an amount equal to or more than ₹ 2 lakhs, irrespective of the time of receipt of application	The closing NAV of the day on which the funds are available for utilisation shall be applicable.

\*applicable if and when outstation cheque or demand draft not payable on par is permitted.

For allotment of units in respect of purchase / switch-in to the Scheme for an amount equal to or more than ₹2 lakhs, it shall be ensured that:

- Application for purchase/switch-in is received before the applicable cut-off time;
- Funds for the entire amount of subscription/ purchase as per the application for purchase/ switch-in are credited to the bank account of the Scheme before the cut-off time; and
- The funds are available for utilization before the cut-off time without availing any credit facility whether intra-day or otherwise, by the Scheme.

## **Redemptions including Switch - outs**

Cut off Time	Applicable NAV
Where the application is received upto 3.00 PM	The Closing NAV of the day of receipt of application
Where application is received after 3.00 PM	The Closing NAV of the next business day

#### Applicable NAV in case of Redemptions under dematerialised mode:

It may be noted that in case of Redemption of units held in demat mode, the date and time available in the electronic feed from the DP sent to the AMC/Registrar will only be considered for the purpose of determination of Applicable NAV.

#### MINIMUM APPLICATION AMOUNT/NUMBER OF UNITS :

Purchase	Additional Purchase	Repurchase
 ₹ 5,000 and in multiples of ₹ 1 thereafter	₹ 1,000 and in multiples of ₹ 1 thereafter	₹ 1,000 and in multiples of ₹ 1 thereafter

# SYSTEMATIC INVESTMENT PLAN (SIP) during NFO (SIP will not be available through post-dated cheques mode) and On-going period

Frequency Monthly and Quarterly		
Minimum Installment amount Monthly: ₹2,000 and in multiples of ₹1 thereafter		
	Quarterly: ₹ 5,000 and in multiples of ₹1 thereafter	
Minimum SIP period	6 months (Monthly) and 2 Quarters (Quarterly)	
SIP dates*	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> or 23 <sup>rd</sup> of every month	
Default SIP date	t SIP date 8 <sup>th</sup> of every month	

\*In case any of these days fall on a non-business day, the transaction will be effected on the next business day of the Scheme.

The SIP date selected by the Investor should fall at least 30 calendar days after the date of the first cheque. For further details, refer the SID of the Scheme.

#### SIP transactions in dematerialised (demat) mode:

In case of SIP transactions in demat mode, the units will be allotted based on applicable Net Asset Value (NAV) as per the SID of the scheme and will be credited to the investor's Demat (Beneficiary) Account on a weekly basis upon realization of funds. For example, units will be credited to investor's Demat (Beneficiary) Account every Monday (or next business day, if Monday is a non-business day) for realization status received in the previous week from Monday to Friday. For further details, refer the SID of the Scheme.

#### SIP Top-up Facility:

SIP Top-up Facility provides flexibility to Investors to increase the amount of the SIP instalment by a fixed amount at pre-defined intervals during the tenure of the SIP. The terms and conditions applicable to this Facility are as follows:

- This facility will allow investors (including existing investors) to opt for Top-up in their SIP, which are routed through electronic mode only (the Top-up Facility is not available for SIP through postdated cheques).
- Investors/unit holders subscribing for the Top-up facility are required to submit the request at least 30 days prior to the SIP date. In case the request is not received at least 30 days prior to the SIP date, the Top-up will be applicable from the next effective SIP instalment.
- 3. The minimum Top-up amount is ₹ 500/- and in multiples of 500/- thereafter.
- Default Top-up amount: If the investor does not specify the Top-up amount, the default amount for Top-up will be considered as ₹ 500/-, and the application form shall be processed accordingly.

5. The following frequency options are available for Top-up:

The following frequency options are available for fop-up.		
SIP Frequency	Тор	-up Frequency
Monthly	•	Half Yearly
	•	Yearly
Quarterly	•	Yearly

If the investor does not specify the Top-up frequency under Monthly SIP, the default frequency for Top-up will be Yearly.

- Half-yearly Top-up: Under this option, the SIP instalment amount shall be increased, by an amount chosen by the Investor, post every 6<sup>th</sup> (sixth) SIP instalment (i.e. the 7<sup>th</sup> SIP instalment and so on).
- Yearly Top-up: Under this option, the SIP instalment amount shall be increased, by an amount chosen by the Investor, post every 12<sup>th</sup> (twelfth) SIP instalment (i.e. the 13<sup>th</sup> SIP instalment and so on).
- Once enrolled, in case the Investor wants to modify the Top-up details, the investor must cancel the existing SIP Top-up and enroll for a new SIP Top-up with the desired Top-up details.
- SIP Top-up will be allowed in case of Micro Investments subject to the condition that total investments including SIP Top-up by the investor does not exceed ₹ 50,000/- in a rolling 12 months period or in a financial year i.e. April to March i.e. the limit on Micro Investments.
- Top-up Cap Amount: Investor has an option to freeze the SIP Top-up amount once it reaches a fixed predefined amount.
- 11. Maximum amount: It is the upper most limit per transaction set by the investor for his registered bank account to be debited through the One Time Mandate (OTM). If the maximum amount set in the OTM is less than the Cap amount, a new OTM needs to be registered with the revised maximum amount. Till the time a revised OTM with change in maximum amount is submitted, the existing maximum amount will be considered as the Top-up Cap amount. Along with new OTM, a revised Top-up Cap amount.

- 12. In case the SIP frequency is perpetual then the investor has to mention the Top-up Cap amount.
- 13. All other terms & conditions applicable for regular SIP Facility will also be applicable to Top-up Facility.
- 14. An illustration to explain the concept of SIP Top-up Facility is given below:

If an investor has opted for an SIP of ₹ 2,000 with monthly frequency, and has requested for an SIP Top-up of ₹ 500 with half yearly frequency, then the monthly SIP instalment amount will be ₹ 2,000 for the first six months, and will increase by ₹ 500 post every sixth SIP instalment i.e. in the given case, the SIP instalment amount will be ₹ 2,500 from the seventh instalment to twelfth instalment, ₹ 3,000 from the thirteenth instalment to eighteen instalment, and so on.

SYSTEMATIC TRANSFER PLAN (STP) (for On-going Offer Period only)
The STP frequencies available under the Scheme are as follows:

Frequency	Cycle Day/ Date*	Default Day/ Date	Minimum Instalment Amount (in ₹)	Minimum Instalments
Weekly	Monday to Friday	Wednesday	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Fortnightly	Every Alternate Wednesday	Every Alternate Wednesday	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Monthly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Quarterly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Half Yearly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6

\*In case any of these days fall on a non-business day, the transaction will be effected on the next business day of the Scheme.

In case none of the frequencies have been selected then Monthly frequency shall be treated as the Default frequency, and 8th shall be treated as the Default Date.

If the required minimum balance is not available in the transferor scheme for 3 consecutive attempts, the STP registered will be terminated.

A minimum period of 8 days shall be required for registration under STP. In case the required time of 8 calendar days are not met, then the STP will be processed from the next STP cycle.

A request for STP will be treated as a request for redemption from the Transferor scheme and subscription into the selected Transferee scheme(s), option(s) / plan(s), at the applicable NAV, subject to load and statutory levy, if any.

Investors are requested to note that STP Facility will not be available under demat mode of holding units.

For further details, refer the SID of the Scheme.

#### SYSTEMATIC WITHDRAWAL PLAN (SWP) (for On-going Offer Period only)

Frequency	Cycle Day/ Date*	Default Day/ Date	Minimum Instalment Amount (in ₹)	Minimum Instalments
Monthly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Quarterly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6
Half Yearly	2 <sup>nd</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 23 <sup>rd</sup> of the month	8 <sup>th</sup> of the month	₹ 1000 & in multiples of ₹ 1/- thereafter	6

\*In case any of these days fall on a non-business day, the transaction will be effected on the next business day of the Scheme.

In case none of the frequencies have been selected then Monthly frequency shall be treated as the Default frequency, and 8th shall be treated as the Default Date.

If the required minimum balance is not available in the scheme for 3 consecutive attempts, the SWP registered will be terminated.

A minimum period of 8 days shall be required for registration under SWP. In case the required time of 8 calendar days are not met, then the SWP will be processed from the next SWP cycle.

Investors are requested to note that SWP Facility will not be available under demat mode of holding units.

#### For further details, refer the SID of the Scheme.

#### TRIGGER FACILITY

Trigger is an event on the happening of which, the units of the investor will be automatically redeemed, on behalf of the investor, on the date of happening of the event. All redemptions linked to triggers will always be at the applicable Net Asset Value (NAV) based prices of the day on which the event occurs.

The terms and conditions applicable to this Facility are as follows:

- 1. The Trigger Facility is available under the Growth Option only.
- 2. The Unitholder will have the option to select from a set of 5 triggers which are linked to the level of appreciation in the value of investments held by the Unitholder. These triggers are 15%, 20%, 25%, 50% and 100% of appreciation (applicable at folio level scheme level plan level) in the value of investments from the date of registration of the trigger, and subsequently, appreciation in the value of investments from the date on which the desired trigger level was previously achieved. The investor can select any one of the trigger options under Growth Option of the scheme. On appreciation of selected magnitude, the appreciation in the NAV per unit, as selected by the investor will be redeemed and paid back to the investor. The appreciation amount will keep getting redeemed as per option selected as and when the target is achieved till the units become nil.
- Default option: In case the investor has opted for the Trigger Facility but has failed to specify the trigger level, the default option will be 20% appreciation in NAV.
- The investors opting for the Trigger Facility will also have the right to redeem their holdings before happening of the trigger event.

- On the trigger date (the day of event occurrence), the applicable amount will be redeemed at the closing NAV of the day i.e. the trigger date.
- 6. Once a trigger is activated and a transaction is processed, the same will not be reversed and it will be final and binding upon the Unit holder.
- 7. Trigger Facility shall be applicable subject to payment of exit load, if any.
- 8. Trigger will not get executed in case units are pledged or where lien is marked on units, at the time of receipt of request for trigger.
- 9. In case of full redemption, any trigger already registered for a particular transaction will be deactivated.
- 10. All requests for registering or deactivating the Trigger Facility shall be subject to an advance notice of 8 (Eight) working days. Investors can deactivate the Trigger Facility by sending a written request to any of the Investor Service Centres."

DESPATCH OF REPURCHASE (REDEMPTION) REQUEST : Within 10 working days of the receipt of the redemption request at the authorised centre of the Union Mutual Fund.

#### BENCHMARK INDEX : Crisil Balanced Fund - Aggressive Index

The Fund reserves the right to change the benchmark for evaluation of the performance of the Scheme from time to time, subject to SEBI Regulations and other prevailing guidelines if any.

**DIVIDEND POLICY**: The Trustee will endeavour to declare dividend under the Dividend Option of the Scheme, subject to availability of distributable surplus calculated in accordance with the SEBI (Mutual Funds) Regulations, 1996.

Dividends, if declared, will be paid (subject of deduction of tax at source, if any) to those unit holders whose names appear in the register of Unit holders on the notified record date. The dividend warrants shall be dispatched to the unitholders within 30 days of the date of declaration of the dividend. The AMC shall be liable to pay interest to the unitholders at such rate as may be specified by SEBI for the period of such delay (presently @ 15% per annum).

The actual declaration of dividend and the rate of dividend will inter alia, depend on availability of distributable surplus calculated in accordance with SEBI (Mutual Funds) Regulations, 1996 and the decisions of the Trustee shall be final in this regard. There is no assurance or guarantee to the unitholders as to the rate of dividend distribution nor that dividends will be declared regularly.

On payment of dividend, the NAV of the Units under the Dividend option will fall to the extent of the dividend payout and applicable statutory levies, if any.

For further details please refer the SID of the Scheme.

#### NAME OF THE FUND MANAGER (CO- FUND MANAGERS) :

Mr. Ashish Ranawade (Chief Investment Officer)

Mr. Parijat Agrawal (Head - Fixed Income)

Tenure for which the Fund Manager has been managing the Scheme: Not applicable as it is a New Scheme

NAME OF THE TRUSTEE COMPANY : Union Trustee Company Private Limited. (formerly Union KBC Trustee Company Private Limited)

**PERFORMANCE OF THE SCHEME :** This Scheme does not have any performance track record, as it is a new Scheme.

#### **EXPENSES OF THE SCHEME**

#### (i) Load Structure

New Fund Offer and Continuous Offer

Entry Load\*: Nil

Exit Load\*\*:

20% of the units allotted may be redeemed without any exit load, on or before completion of 18 months from the date of allotment of units. Any redemption in excess of such limit in the first 18 months from the date of allotment shall be subject to the following exit load. Redemption of units would be done on First in First out Basis (FIFO):

- 1% if redeemed or switched out on or before completion of 18 months from the date of allotment of units
- Nil, if redeemed or switched out after completion of 18 months from the date of allotment of units.

\* Pursuant to SEBI circular No.SEBI/IMD/CIR No. 14/120784/08 dated March 18, 2008, with effect from April 1, 2008, no entry load or exit load shall be charged in respect of units allotted on reinvestment of dividend.

\*\*Service tax on exit load, if any, will be paid out of the exit load proceeds and Exit load net of service tax, if any, will be credited to the Scheme.

The above mentioned load structure shall be equally applicable to the special products such as STP, SWP, switches, to other schemes, etc. offered by the AMC. However, no load will be applicable for switches between the plans under the scheme and switches between the options under each plan under the scheme. Further, the AMC shall not charge any load on issue of bonus units and units allotted on reinvestment of dividend for existing as well as prospective investors.

The Investor is requested to check the prevailing Load structure, if any, of the Scheme before investing.

The AMC / Trustee reserves the right to change / modify the Load structure, subject to the limits prescribed under the Regulations, if it so deems fit in the interest of investors and for the smooth and efficient functioning of the Mutual Fund.

The Repurchase Price however, will not be lower than 93% of the NAV subject to SEBI Regulations as amended from time to time. Similarly, the difference between the Repurchase price and Sale price at any point in time shall not exceed the permitted limit as prescribed by SEBI from time to time which is presently 7% calculated on the Sale Price.

The Mutual Fund may charge the load within the stipulated limit of 7% and without any discrimination to any specific group of unit holders.

Any imposition or enhancement in the Load in future shall be applicable on prospective investments only

#### (ii) Recurring Expenses

As per the SEBI (MF) Regulations, the slab-wise ceiling for recurring expenses (including the Investment Management and Advisory Fees) that can be charged to the Scheme shall be subject to a percentage limit of daily net assets of the Scheme as follows:

First ₹ 100 crores of the daily net assets : 2.50%	Actual Expenses for the
Next ₹ 300 crores of the daily net assets : 2.25%	previous financial year:
Next ₹ 300 crores of the daily net assets : 2.00%	Not applicable being a new
Balance of Assets: 1,75%	Scheme

In addition to the above, the AMC may charge the following additional expenses:

- Additional expenses up to 0.20 % of daily net assets of the Scheme, incurred towards the different heads mentioned under Regulation 52 (2) and 52 (4) of the SEBI (Mutual Funds) Regulations, 1996.
- Additional expenses for gross new inflows from specified cities under regulation 52 (6A) (b) up to 0.30% of the daily net assets of the Scheme.

The Direct Plan shall have a lower expense ratio as compared to the Regular Plan to the extent of distribution expenses, commission, etc and no commission for distribution of Units will be paid / charged under the Direct Plan.

Subject to the SEBI Regulations and this document, expenses over and above the prescribed ceiling will be borne by the AMC / Trustee / Sponsor.

For further details in this regard and for details on service tax, investors are requested to read the SID.

WAIVER OF LOAD FOR DIRECT APPLICATIONS : Pursuant to SEBI circular no. SEBI/IMD/CIR No.4/168230/09 dated June 30, 2009 no entry load will be charged for purchase/ additional purchase/ switch-in/ SIP/ STP transactions accepted by the Fund. Therefore, the procedure for waiver of load for direct applications is no longer applicable.

TRANSACTION CHARGES TO DISTRIBUTORS : In accordance with the terms of SEBI Circular Cir/ IMD/ DF/13/ 2011 dated August 22, 2011 on Transaction Charges, the AMC/Mutual Fund shall deduct the Transaction Charges on purchase / subscription received from first time mutual fund investors and investors other than first time mutual fund investors through the distributor (who have specifically opted in to receive the transaction charges) as under:

#### o First Time Mutual Fund Investor (across Mutual Funds):

Transaction charge of ₹ 150/- for subscription of ₹10,000 and above will be deducted from the subscription amount and paid to the distributor/agent of the first time investor and the balance amount shall be invested.

#### o Investor other than First Time Mutual Fund Investor:

Transaction charge of ₹ 100/- per subscription of ₹ 10,000 and above will be deducted from the subscription amount and paid to the distributor/agent of the existing investor and the balance amount shall be invested.

Transaction charges shall not be deducted for (i) purchases/ subscriptions made directly with the Fund (i.e. not through any distributor); (ii) purchase/subscriptions below ₹ 10,000/- and (iii) transactions other than purchases/ subscriptions relating to new inflows such as Switch/ STP/ SWP/ Dividend Sweep etc.

#### For further details on Transaction Charges, refer to the sub section E. 'Transaction Charges to Distributors' under Section IV. 'Fees and Expenses' in the SID.

TAX TREATMENT FOR THE INVESTORS (UNITHOLDERS) : Investor is advised to refer to the details in the Statement of Additional Information and also independently refer to his/her tax advisor.

**DAILY NET ASSET VALUE (NAV) PUBLICATION :** The NAV will be declared on all business days and will be published in 2 newspapers. NAV can also be viewed on <u>www.unionmf.com</u> and <u>www.amfiindia.com</u>. Investors may also contact any of the Investor Service Centres (ISCs) of Union Mutual Fund.

#### FOR INVESTOR GRIEVANCES PLEASE CONTACT:

Name and Address of Registrar	Contact person name, address, telephone number, fax number, e-mail i.d. at Union Mutual Fund
Computer Age Management Services Pvt. Ltd. (R &T)	Mr. Joseph Idichandy Investor Relations Officer,
Ground Floor No.178/10, Kodambakkam High Road, Opp. Hotel Palmgrove,	Union Asset Management Company Pvt. Ltd. Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400 059
Nungambakkam, Chennai, Tamil Nadu - 600 034.	<ul> <li>Phone: 022-67483333, • Fax No: 022-67483401</li> <li>Toll free no. : 18002002268</li> </ul>
e-mail: enq_uk@camsonline.com	e-mail:investorcare@unionmf.com

Investors may also contact any of the Investor Service Centres (ISCs) of the AMC/Registrar for any queries / clarifications/complaints.

For verification of investor's identity, the service representatives may require personal information of the investor in order to protect confidentiality of information.

The AMC will at all times endeavour to handle transactions efficiently and to resolve any investor grievances promptly.

It may be noted that all grievances/complaints with regard to demat mode of holding units shall be routed only through the DP/NSDL/CDSL.

#### UNIT HOLDERS' INFORMATION:

Account Statements: Applicants under the Scheme will have an option to hold the Units either in physical form (by way of an account statement) or in dematerialised form.

#### For New Fund Offer Period:

o Non-demat account holders:

An account statement stating the number of units purchased and allotted will be sent through ordinary post or courier and/or electronic mail, within 5 business days from the closure of NFO period.

#### o Demat account holders:

An allotment advice will be sent upon allotment of Units stating the number of Units allotted to each of the Unit holders within 5 Business Days from the date of closure of the NFO Period.

#### For Ongoing Offer Period:

o <u>Non-demat account holders:</u>

The AMC shall issue to the investor whose application (other than SIP/STP/SWP) has been accepted, an account statement specifying the number of units allotted. Under normal circumstances, the AMC shall endeavour to dispatch the account statement as soon as possible but not later than 5 working days from the date of receipt of the request from the unitholder.

Account Statement for SIP, STP and SWP will be dispatched once every quarter ending March, June, September and December within 10 working days of the end of the respective quarter. However, the first Account Statement under SIP/STP/ SWP shall be issued within 10 working days of the initial investment/ transfer.

o Demat account holders:

Investors shall receive the demat account statement /demat holding statement directly from the DP with whom the investor holds the DP account. The statement issued by the DP will be deemed adequate compliance with the requirements in respect of dispatch of Statement of Account.

AMC/ Registrar shall send confirmation specifying the number of units allotted to the applicant by way of email and/or SMS's to the applicant's registered email address and/or mobile number as soon as possible but not later than five working days from the date of closure of the initial subscription list/the date of receipt of the request from the unitholder.

#### For further details, please refer the SID of the Scheme.

### Consolidated Account Statement (CAS):

#### Investors who do not hold Demat Account:

- A CAS for each calendar month shall be sent by AMC / Registrar and Transfer Agent (RTA) to investors not holding demat account, on or before tenth day of the succeeding month, detailing all the transactions and holding at the end of the month, across all Schemes of all Mutual Funds to all the investors in whose folios transaction has taken place during that month.
- In case of investors in whose folios no transaction has taken place during any half yearly period ended September/ March, a CAS for such a half yearly period shall be sent by AMC/ RTA, on or before tenth day of succeeding month, detailing the holding at the end of the respective six month period across all Schemes of all mutual funds.
- A CAS for the half-year (ended September / March) containing additional disclosures such as the amount of actual commission paid by the AMC/Mutual Fund to distributors (in absolute terms) during the half-year period and the scheme's average Total Expense Ratio (in percentage terms) for the half-year period for each scheme's applicable plan where the concerned investor has actually invested in shall be issued to investors. This CAS shall be issued to all investors, excluding those investors who do not have any holdings in the schemes and where no commission against their investment has been paid to distributors, during the concerned half-year period.

#### ii) Investors who hold Demat Account:

- A CAS for each calendar month shall be sent by Depositories to investors holding a demat account, on or before tenth day of the succeeding month, detailing all the transactions and holding at the end of the month, across all Schemes of all Mutual Funds and across demat accounts to all the investors in whose folios / demat accounts transaction has taken place during that month.
- In case of investors in whose folios and demat accounts no transaction has taken place during any half yearly period ended September/ March, a CAS for such a half yearly period shall be sent by Depositories, on or before tenth day of succeeding month, detailing the holding at the end of the respective six month period across all Schemes of all mutual funds and across demat accounts of such investors.
- A CAS for the half-year (ended September / March) containing additional disclosures such as the amount of actual commission paid by the AMC/Mutual Fund to distributors (in absolute terms) during the half-year period and the scheme's average Total Expense Ratio (in percentage terms) for the half-year period for each scheme's applicable plan where the concerned investor has actually invested in shall be issued to investors. This CAS shall be issued to all investors, excluding those investors who do not have any holdings in the schemes and where no commission against their investment has been paid to distributors, during the concerned half-year period.
- The dispatch of CAS by the Depositories would constitute compliance by the AMC/ the Mutual Fund with the requirement under Regulation 36(4) of SEBI (Mutual Funds) Regulations, 1996.
- In case an investor has demat accounts with multiple Depositories, the Depository with
  whom the account has been opened earlier will be the default Depository. However, the
  investor shall be given an option by the default depository to choose the depository through
  which the investor wishes to receive the CAS.
- Investors who do not wish to receive CAS sent by Depositories have an option to indicate
  their negative consent. Such investors may contact the Depositories to opt out. Where
  such option is exercised, the AMC/ RTA shall be informed by the Depository, and
  accordingly the data with respect to the said investor shall not be shared by the AMC/ RTA
  with the Depository.

Note:

a) For the purpose of CAS, common investors across mutual funds / depositories shall be identified. Consolidation of account statement shall be done on the basis of Permanent Account Number (PAN) of investors. In case of multiple holding, it shall be PAN of the first holder and pattern of holding.

- b) In case the account has more than one registered holder, the CAS shall be sent to the first holder.
- c) CAS is a statement containing details relating to all financial transactions made by an investor across all mutual funds including purchase, redemption, switch dividend payout, dividend reinvestment, systematic investment plan, systematic withdrawal plan, systematic transfer plan, and bonus transactions (including transaction charges paid to the distributor) and holding at the end of the month. Further, in case of investors who hold demat account(s), CAS shall also include transaction in dematerialized securities across demat accounts of the investors and holding at the end of the month.
- d) It may be noted that for investors whose e-mail addresses are available and registered across any of the Mutual Funds/AMCs/ Depositories, the CAS shall be sent by way of an e-mail communication on any/all of the registered email addresses. However, an investor who does not wish to receive CAS through email can opt to receive the CAS in physical form.

#### For further details, please refer the SID of the Scheme.

Monthly Portfolio Disclosures: The AMC will disclose the portfolios of all the schemes of Union Mutual Fund as on the last day of the month on the AMC's website () on or before the tenth day of the succeeding month. The Investors will be able to view and download these monthly portfolio disclosures from the AMC's website.

Annual Financial Results: The Scheme wise annual report or an abridged summary thereof shall be mailed (only emailed, where e-mail address is available and registered with the AMC/Registrar/Fund) to all Unit holders not later than four months (or such other period as may be specified by SEBI from time to time) from the date of closure of the relevant accounting year (i.e. 31st March each year) and full annual report shall be available for inspection at the Head Office of the Mutual Fund and a copy shall be made available to the Unit holders on request on payment of nominal fees, if any. Scheme wise annual report shall also be displayed on the website of the AMC (www.unionmf.com) and Association of Mutual Funds in India (www.amfiindia.com).

Scheme wise annual report or an abridged summary thereof shall be sent in physical mode to the Unit holders whose email address is not available/ registered with the AMC/Registrar/Fund and/or to those Unit holders who have specifically opted/requested for the physical format in the application form.

Half yearly Portfolio Disclosure: The Mutual Fund/ AMC shall publish a complete statement of the Scheme Portfolio, within one month from the close of each half year (i.e. 31st March and 30th September), by way of an advertisement at least, in one National English daily and one regional newspaper in the language of the region where the head office of the Mutual Fund is located. The Mutual Fund may opt to send the portfolio to all Unit holders in lieu of the advertisement (if applicable). The Half Yearly Portfolio Statement will also be displayed on the website of the AMC and AMFI.

Half Yearly Unaudited Financial Results: The Mutual Fund and AMC shall before the expiry of one month from the close of each half year i.e. 31st March and on 30th September, host a soft copy of its unaudited financial results on its website. The Mutual Fund and AMC shall publish an advertisement disclosing the hosting of such financial results on its website, in atteast one English daily newspaper having nationwide circulation and in a newspaper having wide circulation published in the language of the region where the Head Office of the Mutual Fund is situated. The unaudited financial results will also be displayed on the website of AMFI.

For further details, please refer the SID of the Scheme.

#### ADDITIONAL SCHEME DISCLOSURES

a) Scheme's portfolio holdings:

Not applicable as the scheme is a new scheme. Fund allocation towards various sectors: Not applicable as the scheme is a new scheme. Website link for Monthly Portfolio Holding: Not applicable as the scheme is a new scheme.

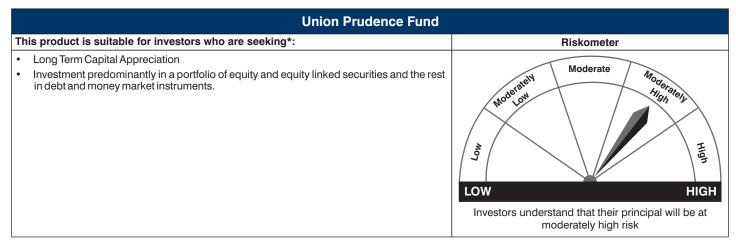
b) Portfolio Turnover Ratio of the Scheme Not applicable as the scheme is a new scheme.

		COMPARISON WITH EXI	STING OPEN-ENDED EQUITY SCHEMES		
Scheme Name	Туре	Investment Objective	Differentiation	AUM (₹ in crore) as on October 31, 2017	No. of folios as on October 31, 2017
Scheme appreciation by investing substantially in a portfolio consisting of equity and equity related securities. However, there can be no assurance that the investment objective of the scheme will be achieved.		The scheme invests substantially in a portfolio consisting of equity and equity related securities. <u>Asset Allocation under normal circumstances -</u> Equity & Equity related instruments including equity linked derivatives (75% - 100% of total assets); Debt & Money Market Instruments (0% - 25% of total assets).	207.23	33,002	
Union Tax Saver Scheme	An Open-ended Equity Linked Savings Scheme with a lock in period of 3 years		This Scheme seeks to generate income and long- term capital appreciation by investing substantially in a portfolio consisting of equity and equity related securities. <u>Asset Allocation under normal circumstances -</u> Equity and equity related instruments (80- 100% of the total net assets); Debt Instruments and Money Market Instruments (0-20% of the total net assets). Further, the Scheme has a lock in period of 3 years from the date of Allotment.	184.88	31,597
Union Small and Midcap Fund	An Open-ended Equity Scheme	To achieve long term capital appreciation by investing in a portfolio consisting of equity and equity related securities, predominantly of small and midsized companies. However, there is no assurance that the Investment Objective of the scheme will be achieved.	equity and equity related portfolio of small and	264.16	36,659
Union Focussed Largecap Fund	An Open-ended Equity Scheme	To seek to generate capital appreciation by investing in a portfolio of select equity and equity linked securities of large cap companies. However, there can be no assurance that the Investment Objective of the scheme will be achieved.	This Scheme Seeks to generate capital appreciation by investing in a portfolio of select equity and equity linked securities of large cap companies. <u>Asset Allocation under normal circumstances -</u> Equity & Equity related instruments predominantly of large cap companies (80 % - 100 % of the total net assets); Debt, Money Market Instruments and Cash equivalent (0 % - 20 % of the total net assets)	361.64	19,154

The Mutual Fund / AMC has not given and shall not give any indicative portfolio and/or indicative yield of the Scheme in any of their communication in any manner whatsoever to any empanelled distributor/ any other person. Investors are advised not to rely on any communication regarding indicative portfolio/yield with regard to the Scheme. Investors are requested to study the terms of the offer carefully before investing in the Scheme and to retain the Scheme Information Document (SID) and the Statement of Additional Information (SAI) for future reference.

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# **Scheme Product Labels (For Application Form)**



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



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Dated

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## **APPLICATION FORM FOR PRUDENCE FUND**

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Application No.

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Broker Code/ ARN	Sub-Broker Code/ ARN/ Branch Code		LG/ MO/ CRE Code	EUIN* (Refer Section 'M' of instructions)		Ref. No.	
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EXISTING UNIT HOLDE	R INFORMATION (Please	complete Section 1, 7, 9 &	11 only) (The details in our r	records under the Folio No. me	entioned below will only be	e considered for this application) *Man	dato
Unitholder's Name					Fo	blio No.	
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O Mr. O Ms. O M/s.		NAME		AADHAAR C	ard Number <sup>ss</sup>		
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I/ we wish to receive the Ac			eport, Consolidated Ac	count Statement and ot	her statutory docum	ents in O Physical O E-	mail
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Net-worth in ₹				as on D	M M Y Y	Y (Not older than 1 year)	
Please tick (✓)*		For Non - Individua	al Investors* (Is the	entity involved in / pro	viding any of the fo	llowing services)	
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* If Yes, please indi	icate all countr	ries in whic	ch you are	e resident fo	r tax purposes a	ind the a	ssociate	d Tax Refe	erence Nu	umbers below.	
Place/ City of Birth											
Country of Birth											
Address Type (of address in KYC records)	<ul> <li>Residential</li> </ul>	I / Busines	s 🔿 Re	esidential	O       Residential / Business       O       Residential / Business       O       Residential / Business       O					ss 🔿 Residenti	
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Please address all future communication(s) in connection with this application to the Registrar & Transfer Agent of the Scheme: <b>Computer Age Management Services Pvt. Ltd.,</b> Unit: Union Mutual Fund (formerly Union KBC Mutual Fund) Ground Floor No.178/10, Kodambakkam High Road, Opp. Hotel Palmgrove, Nungambakkam, Chennai, Tamil Nadu - 600 034. <b>Email:</b> enq_uk@camsonline.com   <b>Website:</b> www.camsonline.com	Union Asset Management Company Pvt. Ltd. (formerly Union KBC Asset Management Company Private Limited) Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400059 Toll Free : 1800 200 2268   Tel No.: 022 67483333 Website: www.unionmf.com   Email : investorcare@unionmf.com Give a missed call from your registered mobile number on 08010421326 and get an Account Statement via SMS.

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⊁any Private Limited)

7.	PAYOUT BAN	K ACCOUNT DE	TAILS * [Plea	se tick (🗸)	)] (Refer	Section 'I	D' and 'H' c	of instruct	tions) (Will	l be updat	ed only	if the pro	of of ba	nk acc	ount	is ava	ilable)		
		e my/our pay-in-l ed only if payment									count	⊖Yes (	No	'lf no ple	ase fi	ırnish	the det	ails belo	ow)
	Bank Name																		
	Bank A/C No						Bank B	Branch											
	А/С Туре	<ul> <li>Savings</li> </ul>	<ul> <li>Current</li> </ul>	10	NRE	O NRO	0 F	CNR	O Othe	rs			(Pleas	e Speci	fy)				
	Bank City							State							PIN				
	IFSC CODE				MIC	R CODE				In o	ase the l	Pay-out ba	nk acco	unt deta	il is di	fferent	from P	ay-in ba	ank
	Document Atta	ched O Bar	nk Statement	O Cance	elled che	eque with	name pre-	printed	O Pass	Book acc	ount det	ail please	submit r	iecessai	y doc	ument	s as pr	oof.	
	(IFSC Code is t	ne 11 digit no. appe	earing on your c	heque leaf	f, manda	tory for cre	dit via NEF	T/ RTGS)	(MICR Cod	le is the 9	digit cod	e next to t	he cheo	jue no.)					
	For unit holde	rs opting to inve	st in demat m	node, plea	ase ens	ure that th	ne bank a	ccount li	inked with	the dem	at acco	unt is m	entione	d here	-				
8.	UNITHOLDIN	GOPTION [Plea	se tick (✔)]	O Physic	cal Mod	le 🔾 Der	nat Mode	(If demat a	account deta	ails are prov	ided belo	w, units w	ill be allo	otted by a	default	in elec	ctronic	mode or	nly)
	DEMAT ACCC	UNT DETAILS (F	Refer Section 'I	H' of instru	uctions)														
	NSDL: Depository Participant (DP) Name DP ID No: I N Beneficiary Account Number I I I																		
	CDSL: Depository Participant (DP) Name Beneficiary Account Number																		
		that the combinat to invest in dema															itory p	articipa	ant.
9.	Investor willing		option, may p	rovide a co	opy of th	ne DP state	ement to er	nable us t	to match th	ne demat d	etails as	s stated in	n the Ap	plicatio	n For	m.		articipa	ant.
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	TO BE FILLED ONLY IN CASE OF SIP APPLICANT					
	Name				PAN	
	Scheme/ Plan/ Option	SIP Installment Amount (₹ in figures)	SIP Date	Frequency	Start Month/Year	End Month/Year (Default Dec 2099)*
			○ 2nd ○ 8th*	O Monthly*		
SIP			$\bigcirc$ 15th $\bigcirc$ 23rd	$\bigcirc$ Quarterly		
			○2nd ○8th*	⊖ Monthly*		
			$\bigcirc$ 15th $\bigcirc$ 23rd	$\bigcirc$ Quarterly		
			○2nd ○8th*	⊖ Monthly*		
			$\bigcirc$ 15th $\bigcirc$ 23rd	○ Quarterly		
						*Default

#### SYSTEMATIC INVESTMENT PLAN (SIP) - AUTO DEBIT FORM on MANDATE INSTRUCTION FOR NACH/ ECS/ DIRECT DEBIT (Refer overleaf for instructions) UMRN е u O f fi С Date [Tick (1)] Sponsor Bank Code For Office use Utility Code For Office use CREATE I/We, hereby authorize SB/CA/CC SB-NRE/SB-NRO/Other **Union Mutual Fund** To debit [Tick (✓)] MODIFY CANCEL Bank a/c number IFSC with Bank Name of Customer's Bank or MICR an amount of Rupees in words ₹ in figures FREQUENCY X Monthly X Quarterly X Half Yearly X Yearly X As & when presented DEBIT TYPE X Fixed Amount Maximum Amount Reference 1 Folio No Phone No. Application No Reference 2 Email ID 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 bank. PERIOD Signature Primary Account Holder From То Name as in bank records Name as in bank records Name as in bank records 2 3. 1 Or Until cancelled

Declaration: This is to confirm that the declaration has been carefully read, understood & made by me/us. I am authorizing Union Mutual Fund to debit my account based on the instructions as agreed and signed by me. I have understood that I am authorised to cancel/amend this mandate by appropriately communicating the cancellation/amendment request to Union Mutual Fund or the bank where I have authorised the debit.

NOMINATION DETAILS* [Please tick (✓)] (Refe	er Section 'I' of instructions)	(In case of multiple i	nominees, please complete the separate nomination	on form available on our website)
O Please register nomination as requested belo	w 🛛 🛛 I/ We do not wish to	o nominate®	(	<sup>@</sup> Please strike out the form below)
I/We hereby nominate the under mentioned Nom settlements made to such Nominee(s) shall be a variable of the settlement o			<b>3</b> ·	erstand that all payments and
Name and Address of Nominee	Relationship	Date of Birth	Name and Address of Guardian	Signature of Nominee/ Guardian of Nominee
		(to be furnis	hed in case the Nominee is a minor)	(Optional)
Nominee				
DECLARATION & SIGNATURES* (Refer Section	on 'L' of instructions)			
1. I/ We have read, understood and hereby agr website, and hereby apply for Units of the afc	prementioned Scheme(s). I/	We have neither receiv	ved nor been induced by any rebate or gifts, o	directly or indirectly in making

#### 11

- Website, and here by apply for onlise of the altoferner littoried Scheme (Scheme), we have here there by device the burght of parts of the purpose of contravention or evasion of any Act, Regulation, Rule, Notification, Directions or any other applicable laws. 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. I/ We hereby confirm that Union Mutual Fund (the Fund)/ Union Asset Management Company Private Limited (the AMC) and its empanelled broker(s) have not given me/us any indicative portfolio and indicative yield, in any manner whatsoever. I/ We hereby confirm that at the ime of investment, I / we have the express authority to invest in units of the Scheme and the AMC / Trustee / Mutual Fund/Sponsor will not be responsible if such investment is ultravires the relevant constitution. I/ We hereby confirm that the information provided hereinabove is true, correct and complete to the best of my/ our knowledge and belief and that I/ we shall be solely liable and reapresible for the bis formation provided hereinabove is true, correct and complete to the best of my/ our knowledge and belief and that I/ we shall be solely liable and reapresible for the bis formation provided hereinabove is true, correct and complete to the best of my/ our knowledge and belief and that I/ we shall be solely liable and reapresible for the bis formation and the more standing formation and the provided hereinabove is true and the provided formation and the provided f
- 2. I/ We hereby confirm that the information provided hereinabove is true, correct and complete to the best of my/ our knowledge and belief and that I/ we shall be solely liable and responsible for the information submitted. I/We am/are not prohibited from accessing capital markets under any order/ruling/judgment etc., of any regulation, including SEBI. I/We confirm that my application is in compliance with applicable Indian and foreign laws. I/ we also confirm that I have read and understood the FATCA & CRS T & C and hereby accept the same. I/ We also undertake to keep you promptly informed in writing about any changes/ modifications to the above information in future and also undertake to provide any other additional information as may be required by any intermediary or by domestic or overseas regulators/tax authorities. I/ We hereby authorize the Fund/ the AMC/ the RTA to share any information provided by me/ us to the Fund, its Sponsor, the AMC, Trustee, their employees, RTAs, authorized agents, third party service providers, my/ our distributor(s), SEBI registered Intermediaries or any lndian or foreign governmental or statutory or judicial or tax/ revenue authorities, withhout any obligation of advising me/ us of the same, as may be required by regulators/tax authorities. If we have a the advising me/ us of the same, as may be required by regulators/tax authorities.

Applicable to SIP Investments only: I/ We hereby express my/ our willingness to make payments towards SIP instalments as mentioned under the SIP Auto debit form. If the transaction is delayed or not effected for reasons of incomplete/ incorrect information, I/we would not hold the user institution and its affiliates responsible. Further, I/ we authorize the representative (the bearer of this request) to get the mandate herein verified. Mandate verification charges, if any, may be charged to my/ our account.

Applicable to Micro Investments only: I/We do not have any existing Micro investments which together with the current application will result in aggregate investments exceeding ₹ 50,000 in a year.

Applicable to NRIs only: I/We confirm that I am / we are Non-Resident(s) of Indian Nationality / Origin and I/we hereby confirm that the funds for subscriptions have been remitted from abroad through normal banking channels or from fund in my/our Non Resident External / Ordinary account/FCNR account(s). Important alert: Incase there is any change to your KYC information, please update the same by using the prescribed "KYC Change Request Form" and submit the same at the

#### point of service of any KYC Registration Agency

Declaration with regards to Aadhaar Card Number:

I/We hereby provide my/our consent in accordance with the Aadhaar Act, 2016 and regulations made thereunder, for:

- collecting, storing and usage,
- 2. validating/authenticatingand,
- updating my/our Aadhaar number(s) in accorandance with the Aadhaar Act, 2016 (and regulations made thereunder) and Prevention of Money Laundering Act (PMLA). 3.
- I/ We hereby provide my/our consent for sharing/disclosing of my/ our Aadhaar number(s) including demographic information with the asset management companies of SEBI registered mutual funds and their Registrar and Transfer Agents (RTAs) and KYC Registration Agencies (KRAs) for the purpose of updating the same in my/ our folios.



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MUTUAL FUND INVESTMENTS ARE SUBJECT TO MARKET RISKS, READ ALL SCHEME RELATED DOCUMENTS CAREFULLY.

#### Terms and Conditions for Mandate Instruction for Auto Debit:

- SIP through NACH (National Automated Clearing House) / ECS / Direct Debit is offered to investors having bank accounts in selected bank / cities where they have an account or located currently.
- The list of such banks may be modified/ updated at any time in future entirely at the discretion of Union Mutual Fund without assigning any reasons or prior notice
- The investor agrees to abide by the terms and conditions of NACH facility of National Payments Corporation of India (NPCI). The investor assumes the entire risk of using the Auto Debit Facility and takes full responsibility for the same. Investor will not hold Union Mutual Fund, its Registrar(s) and other service providers responsible if the transaction is delayed or not effected or the investor bank account is debited in advance or after the specific SIP date due to various clearing cycles of NACH Debit/Auto Debit / ECS.
- Union Mutual Fund reserves the right to reverse allotments in case the Auto iv. debit is rejected by the bank for any reason whatsoever.
- By submitting the Auto Debit mandate the investor authorizes Union Mutual v Fund to utilize the information provided herein for the purpose of investor's investments in the Mutual Fund, including creation of a folio.
- SIP through Auto Debit Facility is available only on 2nd / 8th / 15th / 23rd of the vi. month. In case these days are non-business days for the scheme, then SIP will be processed on the next business day.
- Investors are required to ensure that there are adequate funds in their bank account on the date of investment transaction. Union Mutual Fund will endeavor to debit the investor bank account on the date of investment transaction, however if there is any delay all such transactions will be debited subsequently.
- viii. SIP cancellation can be done separately by submitting the request atleast 15 Business Days in advance; however the associated mandate can be retained for future investments.

- The total of all SIP instalments in a day should be less than or equal to the ix. maximum amount as mentioned in the Mandate Instruction.
- The enrolment period i.e Start and End Month/ Year specified for the SIPs х. should be less than or equal to the enrolment period mentioned in the Mandate Instruction.
- Investments made through the Auto Debit Mode are subject to realization of xi. funds from investor's bank account and the NAV guidelines will be applicable for the transactions.
- xii. Following fields need to be filled mandatorily:-
  - Date in format DD/MM/YYYY a.
  - b. Bank A/c Type: Tick the relevant box
  - Bank Account Number (Investor's bank account number) c.
  - Name of Destination Bank (Investor's bank) d.
  - IFSC/MICR code e.
  - Mention Maximum Amount such that the total of all SIP instalments in a day f. should be less than or equal to the Maximum Amount.
  - Reference 1: Mention Folio Number g.
  - Reference 2: Mention Application No. h.
  - Phone No. (Optional) i.
  - Email ID (Optional) i.
  - Period: Start date and End Date of NACH registration (in format k. DD/MM/YYYY) or select 'Until cancelled'.
  - Signature as per bank account records ١.
  - Name: Mention Bank Account Holder Name as per bank records m.

## **INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM**

#### A. GENERAL INSTRUCTIONS

- Please read the Scheme Information Document (SID), Statement of Additional Information (SAI) and Key Information Memorandum (KIM) and relevant addenda thereto, if any, carefully before investing. All applicants are deemed to have read, understood and accepted the terms subject to which this offer is being made and bind themselves to the terms upon signing the application form and tendering payment.
- The application form must be filled in English in BLOCK letters using black or dark blue coloured ink. Incomplete applications are liable to be rejected. Please refer to the check list to ensure that the requisite details and documents have been provided, this will help in avoiding processing delays and/or rejection of your application form.
- Correction/cancellation of any information should be countersigned by the applicants/ unit holders. Please strike out any section which is not applicable.
- The application serial number/ folio number and the scheme name should be mentioned on the reverse side of the instrument that accompanies the application.
- 5. All communications and payments shall be made to the first applicant only, irrespective of the holding basis.
- The application complete in all respect along with the Cheque / Debit Mandate / other payment instrument as permitted must be submitted to the nearest Customer Service Centre(s) (CSC) / Official Points of Acceptance (OPA) of CAMS or office of the AMC.
- 7. Any subsequent change in static information like bank details, dividend sub option etc. (as may be applicable under the Scheme) would be based on written communication from investors. These changes will be effected within 10 days of the valid signed request reaching the office of the Registrar and any interim financial transactions will be effected with last/registered details only.
- 8. Units allotted are subject to realisation of payment instrument and no financial transactions i.e. redemption/switch etc will be effected till confirmation of realisation.
- 9. Investors should mandatorily use the application form/ transaction form/ systematic transaction form (if applicable under the Scheme) and other standard forms available at the CSCs or at our website www.unionmf.com, for any financial/ non-financial transactions. Any transaction received in any non standard form, is liable to be rejected.
- List of Official Points of Acceptance is available on the website of the Mutual Fund, www.unionmf.com.

#### B. APPLICANT/UNIT HOLDER INFORMATION

- 1. Existing investors please fill your existing folio number. Investment in the same folio will be possible only if the name(s) of the holder(s), the order of the holders and the mode of holding are the same.
- Please furnish names of all applicants. The name of all the applicants should be mentioned in the same manner in which it appears in the Permanent Account Number (PAN) Card/Aadhaar Number.
- 3. In case of non-individual applicants, i.e. HUF/ Companies/ AOP / Trusts / Societies / FIIs etc. the name, designation, e-mail ID and telephone number of the contact person to whom the correspondence should be addressed to should be provided.
- In case of minor applicant, the minor shall be the first and the sole holder in the folio 4. account. There shall not be any joint holding with minor as the first or joint holder. It is mandatory to provide the minor's date of birth, the name of the guardian and the relationship with minor in the space provided. While applying on behalf of minor, one of the following supporting documents should be provided to substantiate the date of birth and the relationship with guardian i.e. birth certificate of the minor or school leaving certificate / mark sheet issued by Higher Secondary Board of respective states, ICSE, CBSE etc. or Passport of the minor or any other suitable proof evidencing the date of the birth of the minor. In case of court appointed legal guardian, supporting documentary evidence should be provided. Prior to minor attaining majority, the Mutual Fund shall send an advance notice to the registered correspondence address advising the guardian and the minor to submit "Form for minor attaining majority" available on our website www.unionmf.com along with prescribed documents to change the status of the folio to "Major". The folio shall be frozen for operation by the guardian on the day the minor attains the age of majority and the guardian will not be able to undertake any financial and non-financial transactions including fresh registration of Systematic Transfer Plan (STP), Systematic Investment Plan (SIP) and Systematic Withdrawal Plan (SWP) (if applicable under the Scheme) after the date of the minor attaining majority till the time the above application form along with the prescribed documents are received by the Mutual Fund. The Mutual Fund shall continue to process the existing standing instructions like SIP, STP, SWP registered prior to the minor attaining majority and will send an advance notice to the registered correspondence address advising the guardian and the minor that the existing standing instructions will continue to be processed beyond the date of the minor attaining majority till the time a instruction from the major to terminate the standing instruction is received by the Mutual Fund along with the prescribed documents. The standing instruction shall be terminated within 30 days from the date of receiving the instruction.
- 5. If there is more than one applicant and the mode of holding is not specified, the default mode of holding would be Joint.
- 6. Please indicate the investor profile of the first applicant at the time of investment.
- 7. Investors should ensure to write the word 'DIRECT' in the column 'ARN No.' or 'Broker Code' in their applications for purchase / additional purchase / switch in cases where such applications are not routed through any distributor/agent/broker. In cases where unit holder uses a pre-printed transaction slip/application form where details in the ARN No.' or 'Broker Code' is already printed, alterations, if any, in the column 'ARN No.' or 'Broker Code' should be counter signed by 1st unit holder, failing which, the application will be processed as if no alterations were made. Any subsequent change/ updation/ removal of broker code will be based on the written request from the unit holders and will be on a prospective basis, only from the date when the registrar executes such written instructions.
- 8. To help us service you better, please provide your email ID and mobile number.
- C. PERMANENT ACCOUNT NUMBER (PAN) AND KNOW YOUR CLIENT (KYC)
- 1) **PAN**

Please furnish the PAN and KYC details of each applicant / unit holder, including the guardian and /or Power of Attorney (POA) holder as explained in the paragraphs below. It is mandatory for all investors to quote their PAN and submit self 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 of the scheme. Investors will be required to submit the original PAN card for verification, wherever applicable. In

case of joint holding, PAN details of all holders should be submitted. In case the application is on behalf of a minor, PAN details of the guardian must be submitted.

As per SEBI circular no. MRD/ DoP/MF/Cir - 08/2008 dated April 3, 2008 and circular no. MRD/ DoP/Cir20/2008 dated June 30, 2008 investors residing in the state of Sikkim and Central Government, State Government and the officials appointed by the courts e.g. Official liquidator, Court receiver etc. (under the category of Government) respectively are exempted from the mandatory requirement of PAN for their investments in Mutual Funds. However, this 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. Applications without the aforesaid details are liable to be rejected without any reference to the investors.

#### Micro investments exempt from PAN Requirement:

Investments in the schemes {including investments through Systematic Investment Plan (SIP)} of less than ₹ 50,000/- (Rupees Fifty Thousand) per year per investor shall be exempted from requirement of PAN.

PAN requirement shall be exempted if the aggregate of the lump sum investments (fresh purchases & additional purchases) and SIP installments by an investor in rolling 12 months period or in a financial year i.e. April to March does not exceed ₹ 50,000/- (Rupees Fifty Thousand) (hereafter referred to as "Micro investments"). However, the requirements of Know Your Client (KYC) shall be mandatory for all investments, irrespective of the amount of investment.

The above exemption for PAN will be available to Micro investments made by eligible investors, being individuals [including Joint holders who are individuals, Non-Resident Indians (NRIs) but not Persons of Indian Origin (PIOs)], Minors, Sole proprietary firms. Hindu Undivided Family (HUFs) and other categories of investors will not be eligible for this exemption.For the purpose of identifying Micro investments, the value of investments at the investor level will be aggregated and such aggregation shall be done irrespective of the number of folios / accounts under which the investor has invested.

Investors residing in the state of Sikkim are also exempted from the mandatory requirement of PAN proof submission; however sufficient documents shall have to be submitted, in accordance with the process as per the KYC guidelines for verifying that they are residents of the State of Sikkim i.e. a) Proof of address of Sikkim state and application form should mention the same address. b) Address proof shall be self attested by the investor / attested by the ARN holder mentioning the ARN number or attested by any competent authority.

#### 2) KYC COMPLIANCE WITH ANTI MONEY LAUNDERING (AML) REGULATIONS

In accordance with requirements under the Prevention of Money Laundering Act, 2002, (PMLA) the Rules issued there under and the guidelines and circulars on Anti-Money Laundering issued by SEBI, (collectively "AML Regulations"), mutual funds are required to formulate and implement Client Identification Programme to verify and maintain the record of identity and address(es) of investors. This is commonly referred to as "Know Your Client" guidelines (KYC).

With a view to streamline implementation of KYC procedures and ensure compliance with the AML Regulations, the mutual fund industry had collectively put in place arrangement with an independent agency (CDSL Ventures Limited) that acted as central record keeping agency ('Central Agency'), and as Central Agency had the responsibility for collection of documents relating to identity and address of investors.

In order to avoid duplication of KYC process with every SEBI registered intermediary and with a view to bringing about uniformity in the KYC requirement and a mechanism for centralization of the KYC records in the securities market, SEBI has vide its various circulars and the SEBI (KYC Registration Agency) Regulations 2011, introduced common KYC across market intermediaries.

With effect from January 01, 2012 ("Effective Date"), SEBI has introduced a common KYC Application Form for all the SEBI registered intermediaries viz. Mutual Funds, Portfolio Managers, Depository Participants, Stock Brokers, Venture Capital Funds, Collective Investment Schemes, etc.

# Following are the KYC requirements for new / prospective investors and existing investors:

#### i. KYC requirements for new / prospective investors:

New/ Prospective Investors are requested to use the common KYC Application Form and carry out the KYC process including In-Person Verification (IPV) with any SEBI registered intermediaries including mutual funds. The KYC Application Forms are available on the website www.unionmf.com.

The Mutual Fund shall perform the initial KYC of its new investors and may also undertake enhanced KYC measures commensurate with the risk profile of its investors in line with the aforesaid circulars / Prevention of Money Laundering Act, 2002, and circulars thereto. The Mutual Fund shall upload the details of the investors on the system of the KYC Registration Agency (KRA). Registrar & Transfer Agent (RTA) of the Mutual Fund may also undertake the KYC of the investors on behalf of the Mutual Fund. On receipt of initial/updated KYC documents from the Mutual Fund, the KRA shall send a letter to the investor within SEBI prescribed timelines, confirming the details thereof.

It is mandatory for intermediaries including mutual funds to carry out In-Person Verification (IPV) of its new investors from the Effective Date. The IPV carried out by any SEBI registered intermediary can be relied upon by the Mutual Fund. The AMC and National Institute of Securities Markets (NISM)/Association of Mutual Funds in India (AMFI) certified distributors who are Know Your Distributor (KYD) compliant are authorised to undertake the IPV for Mutual Fund investors. Further, in case of any applications received directly (i.e. without being routed through the distributors) from the investors, the Mutual Fund may rely upon the IPV (on the KYC Application Form) performed by the scheduled commercial banks.

Further, the Government of India has authorized the Central Registry of Securitization and Asset Reconstruction and Security interest of India (CERSAI), to act as, and to perform the functions of, the Central KYC (CKYC) Records Registry under the PML Rules 2005, including receiving, storing, safeguarding and retrieving the KYC records in digital form of a client, as defined in the Prevention of Money Laundering Act, 2002. Every reporting entity is required to capture the KYC information for sharing with the Central KYC Records Registry (CKYCR). Accordingly, the investors shall be required to provide requisite KYC information/ documents as prescribed by CERSAI and the AMC from time to time. Investors who have already completed CKYC and have a KYC Identification Number (KIN)

can invest in the Mutual Fund by quoting the KIN and by submitting a self certified copy of PAN and by completing In-Person Verification (IPV) as mentioned above

#### ii. KYC requirements for existing investors:

Existing KYC compliant investors of the Mutual Fund can continue to invest as per the current practice. However, pursuant to SEBI circular no. MIRSD/ Cir-5 /2012 dated April 13, 2012 and subsequent SEBI communication, investors who had completed the erstwhile Centralised Mutual Fund KYC through CDSL Ventures Limited, are required to provide KYC details and complete IPV as per the new KYC requirements, which was not mandated earlier.

It is mandatory for all categories of investors to be KYC compliant for any amount of investment.

AMC reserves the right to reject application forms for transactions in units of the Mutual Fund not accompanied by common KYC Application Form or letter/ acknowledgement issued by the KRA/KIN issued by CERSAI. The KYC compliance status of the investors will be validated with the records of the KRA/CERSAI. For units held in demat form the KYC performed by the Depository Participant of the applicants will be considered as KYC verification done by the Trustee/AMC. In relation to implementation of the SEBI Guidelines on identification of Beneficial Ownership, the AMC reserves the right to call for such information / documents from the investors that the AMC deems fit.

For further details, please refer to the Section on "Prevention of Money Laundering and Know Your Client ("KYC") requirements" in the Statement of Additional Information (SAI).

#### D. BANK ACCOUNT DETAILS / MULTIPLE BANK ACCOUNTS REGISTRATION

- To protect the interest of the applicants / investors from fraudulent encashment of cheques and as per the SEBI Regulations, it is mandatory for all investors of mutual fund schemes to provide their bank mandate. Applications without the mandatory bank details are liable to be rejected.
- 2. The investor agrees that the proceeds towards redemptions and dividends will be despatched by the AMC or its Registrar & Transfer Agent through a reasonable mode of despatch like courier, post etc. in case of cheque/ demand draft or directly credited to the bank account (as per the details mentioned by the applicant) by using direct credit facility, RTGS or NEFT entirely and solely at the risk of the investor. The Fund may from time to time commence / discontinue Direct Credit arrangements with various banks for direct credit of redemption / dividends.
- 3. Multiple Bank Accounts Registration Facility:
  - (i) Mutual Fund offers it's investors facility to register multiple bank accounts for payin (except SIP, if any) & payout purposes and designate one of the bank account as "Default Bank Account". This facility can be availed by using a designated "Bank Accounts Registration Form". In case of new investors, the bank account mentioned on the purchase application form used for opening the folio will be treated as default bank account till the investor gives a separate request to register multiple bank account. Registered bank accounts may also be used for verification of pay-ins (i.e. receiving of subscription funds) to ensure that a third party payment is not used for mutual fund subscription. Default Bank Account will be used for all dividend and redemption payouts unless investor specifies one of the existing registered bank account in the redemption request for receiving redemption proceeds.
  - (ii) For registering bank details, please enclose cancelled cheque leaf for each of such banks accounts which will help in verification of the account details and register them accurately. The application will be processed only for such accounts for which cancelled cheque leaf is provided. Accounts not matching with such cheque leaf thereof will not be registered. If the bank account number on the cheque leaf is handwritten or investor name is not printed on the face of the cheque, bank account statement or pass book giving the name, address and the account number should be enclosed.
  - (iii) Any request without the above mentioned documents will be treated as invalid and will not be acted upon and any financial transaction, including redemptions will be carried with the previous details only. The AMC reserves the right to observe a cooling-off period of 10 calendar days for validation and registration of new bank account and to disallow redemption payouts into such bank accounts till completion of such cooling-off period.
  - (iv) Investors holding units only in non-demat form can avail the facility of registering multiple bank accounts by filling in the 'Bank Accounts Registration Form' available at our Investor Service Centres (ISCs).
- 4. In respect of new subscription/new folio creation, in case the bank mandate mentioned in the application form by the Investor for effecting payouts is not the same as the bank account from which the investment is made, the Investor would be required to provide additional documents i.e. either a cancelled original cheque leaf or Self attested copy of bank statement or bank pass book or Letter from the Bank on its letterhead confirming the bank account holder, in relation to the bank mandate, to enable the AMC to validate that the bank mandate belongs to the Investor. Where such additional documents are not provided for the verification of bank account mentioned in the application form, the AMC reserves the right to consider the bank account used towards subscription payment as the registered bank account (bank mandate) for the purpose of effecting payouts such as redemptions and dividends. For more details in this regard please refer to Point viz. 'Bank account details mandatory for all Investors' under section 'How to Apply?' of the SAI.
- 5. Proceeds of any redemption request will be sent only to a bank account that is already registered in the folio at the time of redemption transaction processing. Unit holder(s) may choose to mention any of the existing registered bank accounts with redemption request for receiving redemption proceeds. If no registered bank account is mentioned, default bank account will be used. If redemption request is received together with a change of bank account (unregistered new bank account) or before verification and validation of the new bank account, the AMC reserves the right towww.unionmf.com
- E. APPLICATION THROUGH ASBA (APPLICATION SUPPORTED BY BLOCKED AMOUNT) ONLY DURING THE NEW FUND OFFER (NFO)
- Application Supported by Blocked Amount is a facility by which an application can be made for subscribing to the NFO along with an authorisation to SCSB (Self Certified Syndicate Bank) to block the application money in a bank account. SCSBs are registered with SEBI, which offers the facility of ASBA.
- Eligible applicants for ASBA maintaining their account in any of the banks as displayed on the website of SEBI, may use ASBA facility subject to fulfilling all the terms and conditions stipulated in this regard.

- The investor is required to submit a copy of the acknowledgment receipt of the ASBA form submitted to the SCSB along with the NFO application form to Union Mutual Fund.
- Investor should ensure that sufficient balance is there in the account mentioned in the ASBA form; else the application shall be rejected.
- 5. If the details provided in the ASBA form are incorrect or incomplete or if any required details are not provided, the application shall be liable to be rejected and Union Mutual Fund or SCSB shall not be liable for losses, if any, to the applicant. process the redemption request to the currently registered default old bank account.

#### F. INVESTMENT & PAYMENT DETAILS

Investors subscribing under Direct Plan will have to select "Direct Plan" in the application form. Investors should also indicate "Direct" in the ARN column of the application form for opting for Direct Plan. Investors purchasing / subscribing units in the Scheme through a distributor are requested not to select "Direct Plan" in the application form but select Regular Plan. In case the investor does not select the desired Plan properly and clearly and in case of incomplete details, lack of clarity or ambiguity, the default Plan will be considered and applied.

Scenario	Broker Code mentioned by the investor	Plan mentioned by the investor	Default Plan to be captured
1	Not mentioned	Not mentioned	Direct Plan
2	Not mentioned	Direct	Direct Plan
3	Not mentioned	Regular	Direct Plan
4	Mentioned	Direct	Direct Plan
5	Direct	Not Mentioned	Direct Plan
6	Direct	Regular	Direct Plan
7	Mentioned	Regular	Regular Plan
8	Mentioned	Not Mentioned	Regular Plan

In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under 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 allotment of aforesaid units under the Regular Plan, without any exit load.

- Investors/ Applicants should clearly indicate the desired Option/ Facility/ Frequency (as may be applicable under the Scheme) in the space provided in the Application Form. In case investor wishes to opt for multiple options (as may be applicable under the Scheme), separate application form will have to be filled.
- In case the investor does not fill the desired Option/ Facility/ Frequency properly and clearly and in case of incomplete details, lack of clarity or ambiguity, the default option/ facility/ frequency will be considered and applied.

<b>Options/ Facility/ Frequency</b>	Default Option/ Facility/ Frequency
Growth/Dividend	Growth
Payout/Reinvestment/Sweep	Reinvestment

- 4. The following modes of payments are not valid and applications accompanied by such payments are liable to be rejected, except in case of any specific facility offered by the AMC which permits otherwise: i) Multiple cheques with single application (ii) Single cheque with multiple applications (iii) outstation cheque/ demand draft (iv) cash / money order / postal order (v) post dated cheques (post dated cheque for investment under SIP will be accepted) (vi) Third party payments (except in certain cases) (vii) Pre-funded instruments such as demand draft, pay order etc.
- The cheque or other payment instrument as permitted should be payable locally at the centre where the application is submitted and should be drawn on any bank that is a member of the Bankers' Clearing House.
- Unit holder(s) who hold bank account with Union Bank of India need not write out cheques while investing with us, instead, a debit mandate included within the application form should be completed and signed by the account holders.
- Dishonoured cheques are liable not to be presented again for collection and the accompanying application forms are liable to be rejected.
- The subscription payment instrument(s) should be drawn in favour of the Scheme Name except in case of any specific facility offered by the AMC where the instructions to that facility prescribe a different requirement.

#### a. Non - acceptance of "Third Party Payment" instruments for subscriptions/ investments

- "Third Party Payment Instruments" means a payment made through an instrument issued from an account other than that of the beneficiary investor. Applications to scheme of Union Mutual Fund accompanied by a Third Party Payment Instrument shall not be accepted by the AMC except in the following cases:
  - a. Payments made by Parents/ Grandparents/ Related Persons on behalf of a minor in consideration of natural love and affection or as gift. However, single subscription value shall not exceed above ₹ 50,000 (including investments through each regular purchase or single SIP instalment). However, this restriction will not be applicable for payment made by a guardian whose name is registered in the records of Mutual Fund in that folio.
  - b. Payments made by an Employer on behalf of employee under Systematic Investment Plans or lump sum / one-time subscription, through payroll deductions or deductions out of expense reimbursements.
  - c. Custodian making investments on behalf of an FII or a Client.

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- d. Payment by Asset Management Company to a Distributor empanelled with it on account of commission/incentive etc. in the form of the Mutual Fund Units of the Funds managed by such AMC through Systematic Investment Plans or lump sum / one-time subscription, subject to compliance with SEBI Regulations and Guidelines issued by AMFI, from time to time.
- e. Payment by Corporate to its Agent/ Distributor/ Dealer (similar arrangement with Principal-agent relationship), on account of commission incentive payable for sale of its goods/ services, in the form of the Mutual Fund Units through Systematic Investment Plans or lump sum /one-time subscription, subject to compliance with SEBI Regulations and Guidelines issued by AMFI, from time to time.

The AMC reserves the right to exercise extra due diligence in terms of ensuring the authenticity of the above arrangements from a fraud prevention perspective and ensuring compliance with the provisions of PMLA regarding prevention of money laundering etc.

In case a payment is covered under above exceptions, the following additional documents are required to be mandatorily provided together with the application form: i. KYC acknowledgement letter/ printout of KYC compliance status of the Investor and the person making the payment ii. Duly filled "Third Party Payment Declaration Form" from the investor (guardian in case of a minor) and the person making the payment i.e. third party. The said form shall be available on the AMC's website/ at the Customer Services Centres.

- 2. In case of payments from a joint bank account, the sole /first holder of the Mutual Fund folio should be one of the joint holders of the bank account from which payment is made. Therefore, it is important for investors to mention the bank account number, bank name & branch address from where the payment is issued and the same should match with details on payment cheque/ debit mandate/ payment instrument). Where the payment instrument/ advice does not mention the bank account holder's names, investors should attach bank pass book /bank statement / bank letter to substantiate that the first unit holder is one of the joint holders of the bank account.
- 3. The AMC/Mutual Fund/RTA will not accept any subscription/purchase application from Investors if accompanied by a pre-funded instrument (demand draft, pay order etc.) under any scheme of Union Mutual Fund.
- 4. In case of subscriptions payment through RTGS, NEFT, NECS, bank transfer etc investor is required to provide an acknowledgement copy of the instruction which has been provided to the bank indicating the account number and the debit instructions. The bank details mentioned on the instruction letter should be registered bank account or the first applicant/ unit holder should be one of the account holders of the bank account.
- 5. For payments through net banking and debit cards/ transactions through website, the AMC shall endeavour to obtain the details of the bank account debited from the payment gateway service provider and match the same with the registered pay-in accounts. In case it is found that the payment is not made from a registered bank account or from an account not belonging to the first named unit holder, the AMC/RTA reserves the right to reject the transaction with due intimation to the investor.
- 6. The AMC reserves the right to reject the transaction or call for additional details, if pay-in bank account and other details are not mentioned on the form and/or do not match with payment instrument and/or necessary documents and declaration, as applicable to respective investors and transactions, are not attached or are insufficient.

#### b. NRI Investors

NRIs and PIOs may purchase units of the Union Mutual Fund on a repatriation or nonrepatriation basis, while FIIs may purchase units only on a repatriation basis. A subscription by FIIs / Multilateral Funding Agencies, on full repatriation basis, is subject to approval by the Foreign Investment Promotion Board (FIPB).

Repatriation basis - In case of NRIs and PIOs residing abroad, investing on repatriable basis, payments may be made either by inward remittance through normal banking channels or out of funds held in a Non-Resident (External) Rupee account (NRE)/ Foreign Currency (Non-Resident) account (FCNR). NRIs shall be required to furnish such documents as may be necessary and as desired by the Fund in connection with the investment in the Scheme(s). FIIs may pay their subscription amounts either by inward remittance through normal banking channels or out of funds held in Foreign Currency Accounts or Non-Resident Rupee Accounts maintained with a designated branch of an authorised dealer. Payments shall be made by cheques / other payment instruments as permitted crossed "Account Payee Only". AMC may at its discretion accept subscription accompanied with foreign currency instrument. NAV applicable in such case would be of the date when the funds get credited into the Fund's account.

Non Repatriation basis - In the case of NRIs investing on non-repatriable basis, payment may be made either by inward remittance through normal banking channels or cheque/other payment instrument as permitted drawn out of funds held in an NRE / FCNR / Non-Resident ordinary Rupee Account (NRO). FII's are not allowed to make payment on Non repatriable basis. The Trustee/AMC, at its discretion, may choose from time to time to alter or add other modes of payment.

## For more details please refer to the SID.

#### G. SYSTEMATIC INVESTMENT PLAN (SIP) AND OTHER FACILITIES

- Investors are requested to refer to the SID/ KIM for minimum application amount applicable for SIP investment.
- The investors can choose any one of the dates among 2<sup>nd</sup>, 8<sup>th</sup>, 15<sup>th</sup> or 23<sup>nd</sup> of every month as the SIP date. If investor has not provided the SIP date, the default date will be considered as 8<sup>th</sup> of the month.
- 3. Units will be allotted on the applicable dates. In case the date falls on a non-business day, the immediate next business day will be considered for the purpose of determining the applicability of NAV.
- 4. The SIPs by an investor where the aggregate of instalment value does not exceed ₹ 50,000/- per year (in a rolling year) shall be exempted from PAN requirement. However, in lieu of PAN, Investor (including joint holders) has to submit any one of the photo identification documents along with the application (Refer Section C). This exemption will be applicable only for investment by individuals (including NRIs but not PIOs), minors and sole proprietary firms. HUFs and other categories will not be eligible for this exemption. Please refer Section C for details relating to exemption from PAN.
- The SIP enrolment will be discontinued in cases where three consecutive SIP instalments are not honoured.
- 6. Unit holders will have the right to discontinue the SIP facility at any time by sending a written request to the Customer Service Centre. Notice of such discontinuance should be received at least 15 days prior to the due date of the next SIP instalment. On receipt of such request, the SIP facility will be terminated and the balance post dated cheque(s), if any, will be returned to the unit holder.

## SIP through post dated cheques

- 7. SIP through post-dated cheques is available during the ongoing offer period.
- In case investors wish to pay future SIPs through post dated cheques, then the SIP DEBIT FORM should not be filled in. Please mention the second and subsequent instalment cheque details in the space provided for the purpose.
- 9. Each of the SIP instalments excluding the initial cheque should be of the same amount and date.
- 10. The first investment cheque should be dated with the date of submission of the application form. The first cheque needs to be from the same bank account as of the post-dated cheques for future SIP Instalment.

## SIP through debit facility

11. In case the investor wishes to opt for SIP payments through auto debit facility, please indicate the preference in the box provided for the purpose in the application form and

fill in the "SYSTEMATIC INVESTMENT PLAN (SIP) - AUTO DEBIT FORM".

- 12. The 'Mandate Instruction for Auto Debit' in the SIP Auto Debit Form needs to be filled in and signed by the bank account holders in the same order and manner in which the bank account is held by them.
- There should be a minimum gap of 30 days from the date of submission of SIP application for SIP Auto Debit to start.
- 14. Investors will not hold Union Mutual Fund or its registrar and other service providers responsible if the transaction is delayed or not effected or the investor's bank account is debited in advance or after the specific SIP date due to various clearing cycles of NACH Debit/ Auto Debit/ ECS and the investor assumes the entire risk of using this facility and takes full responsibility for the same.

### SIP transactions in dematerialised (demat) mode:

- 15. In case of SIP transactions in demat mode, the units will be allotted based on applicable Net Asset Value (NAV) as per the SID of the scheme and will be credited to the investor's Demat (Beneficiary) Account on a weekly basis upon realization of funds. For example, units will be credited to investor's Demat (Beneficiary) Account every Monday (or next business day, if Monday is a non-business day) for realization status received in the previous week from Monday to Friday.
- 16. For details of SIP Top up facility and Trigger Facility please refer to the SID of the Scheme.
- 17. Investors intending to opt for these facilities should fill up the relevant application form as may be available on the website www.unionmf.com

#### Please refer to the Scheme Information Document (SID) of the scheme for complete details.

## H. ALLOTMENT OF UNITS IN DEMAT MODE/DEMAT ACCOUNT DETAILS

- Applicants/Unitholders/Investors who wish to hold units in dematerialized form must have a beneficiary account with National Securities Depository Limited (NSDL) or Central Depository Services (India) Ltd. (CDSL) prior to making the application.
- 2. Please fill in the DP ID number, DP name and Beneficiary Account number with the DP, in the application form. In case of no details/ incorrect / incomplete details, allotment will be made in physical form provided KYC acknowledgement proof is attached.
- 3. Ensure that names in the application form should be identical to those appearing in the account details in the depository. In case of joint holders, the names should necessarily be in the same sequence as they appear in the account details in the depository.
- For allotment in electronic form, units will be credited directly in the demat account of the investor.
- The details available with the DP regarding demat account of the investor will be updated in the folio of the investor.
- The ISIN No. details of the respective option can be obtained from your Depository Participant (DP) or you can access the website link www.nsdl.co.in or www.cdslindia.com.
- The holding of units in the dematerialised mode would be subject to the guidelines/ procedural requirements as laid by the Depositories viz. NSDL/CDSL from time to time.
- The applicant shall mandatorily attach a self-attested copy of the latest demat account statement/client master statement along with the application forms at the time of initial subscription.
- 9. The options viz. Daily Dividend, Weekly Dividend and Fortnightly Dividend and the facilities viz. Switch in and out, Systematic Withdrawal Plan (SWP)/ Systematic Transfer Plan (STP), if applicable under the Scheme, are currently NOT available in the dematerialised mode.
- 10. Submission of KYC acknowledgement proof is optional.
- 11. In case of those unit holders, who hold units in demat form, the bank mandate available with the respective DP will be treated as the valid bank mandate for the purpose of payin at the time of subscription or purchase/ pay-out at the time of maturity or at the time of any corporate action.
- 12. The investor who holds units in the demat mode is required to place an order for redemption (subject to applicable limits prescribed in SID, if any or as may be communicated from time to time) directly with the DP.
- 13. For those investors who hold units in Demat mode, all non-financial transaction such as Change in Address, Bank Mandate, Nominee Registration etc should be routed directly through their DP's as per the format defined by them.
- It may also be noted that units in the demat mode shall only be credited in the DP account on the basis of realization of funds.
- 15. If the Unit holder desires to convert the Units in a dematerialised form at a later date, the unitholder need to contact the DP for detailed procedure.
- 16. For the detailed procedure and other provisions on holding units in the Demat mode investors may refer to the SID/ SAI/ KIM and addendums thereto.

#### . NOMINATION DETAILS

- To avoid any cumbersome procedures for the legal heirs to transfer the investment of the deceased holder, it is recommended to register nomination. Investor can change the nominee as many times as he/she/they wish by registering a revised nomination form.
- As per SEBI Regulations, applicants/unit holder may nominate a maximum of 3 person(s) to whom the amounts will be payable in the event of death of the sole or all unit holders as the case may be, in respect of investment under a folio.
- Investors who desire to make nomination in respect of multiple nominees should fill the Multiple Nomination Form available on our website www.unionmf.com. If no percentages are mentioned, nomination will be done equally for all the nominees.
- 3. Where a folio has joint holders, all joint holders should sign the request for nomination/ cancellation of nomination, even if the mode of holding is not "joint".
- 4. Nomination shall be mandatory for new folios / accounts opened by individuals especially with sole holding. Even those investors who do not wish to nominate must separately confirm their non-intention to nominate. Investors are requested to note that applications for new folios / accounts for individuals in single holding without nomination and applications without separate confirmation from investors who do not wish to nominate are liable to be rejected in the sole discretion of the AMC.
- 5. Every new nomination for a folio will overwrite the existing nomination.
- Nomination can be made only by investors who opt for allotment in physical form (non demat form). In case the units are held in demat form, the nomination details as recorded with the depository account will be applicable.

- 7. The nomination may be only by individual's applying for/holding units on their own behalf, singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of HUF, holder of POA cannot nominate. Nomination is also not allowed in a folio held on behalf of a minor.
- 8. A minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided in the application. However, in such cases, the Unitholder cannot be the guardian of the nominated minor. If no Guardian is provided, nomination of minor will be invalid. Nomination can also be in favour of the Central Government, State Government and a local authority, any person designated by virtue of his office or a religious or charitable trust.
- 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.
- 10. A Non-Resident Indian can be a nominee subject to the exchange control regulations in force, from time to time.
- 11. Transfer of units in favour of a nominee shall be valid discharge by the AMC against the legal heir.
- 12. The cancellation of nomination can be made only by the individual(s) 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 AMC shall not be under any obligation to transfer the units in favour of the Nominee. Further, nomination in respect of the units stands rescinded upon the transfer of units.
- 13. The rights in the units will vest in the nominee(s) only upon the death of all unit holders.
- 14. The applicant(s) / investor(s) by signing this nomination form is / are deemed to have read and understood the provisions of Regulation 29A of the SEBI (Mutual Funds) Regulations, 1996, read with SEBI Circular dated February 16, 2004 and/or any amendments thereto or any rules / regulations framed in pursuance thereof governing the nomination facility and agree/s to be bound by the same.
- 15. The Nomination facility extended under the scheme is subject to existing laws. The AMC shall, subject to production of such evidence which in their opinion is sufficient, proceed to effect the payment / transfer to the Nominee(s). Transfer of Units / payment to the nominee(s) of the sums shall discharge the Mutual Fund / AMC of all liability towards the estate of the deceased Unit holder and his / her / their successors / legal heirs.

#### J. OTHER FACILITIES / E-MAIL COMMUNICATION.

- Account statements/ Consolidated Account Statement, newsletters, Annual Reports/ abridged summary thereof and other kinds of communication will be sent only through e-mail instead of physical, for investors who have provided their e-mail address on the application forms. However, in case the investors wish to get the hard copy of these documents, they are requested to specifically indicate their preference in the application forms or send an e-mail to investorcare@unionmf.com or contact the customer service centre. In case, the email is not provided in the form, the documents shall be sent by physical mode by default.
- It is deemed that the unit holder is aware of all the security risks associated with online communication, including possible third-party interception of documents sent via email.
- K. DEDUCTION OF TRANSACTION CHARGE FOR INVESTMENTS THROUGH EMPANELLED DISTRIBUTORS OF THE FUND:

In accordance with the terms of SEBI Circular No. Cir/ IMD/ DF/13/ 2011 dated August 22, 2011 and SEBI Circular No. Cir/ IMD/ DF/21/2012 dated September 13, 2012 on Transaction Charges, the AMC/Mutual Fund shall deduct the Transaction Charges on purchase / subscription received from first time mutual fund investors and investors other than first time mutual fund investors through the distributor (who have specifically opted-in to receive the transaction charges) as under:

- First Time Mutual Fund Investor (across Mutual Funds): Transaction charge of ₹ 150/- for subscription of ₹ 10,000 and above will be deducted from the subscription amount and paid to the distributor/agent of the first time investor and the balance shall be invested.
- Investor other than First Time Mutual Fund Investor: Transaction charge of ₹ 100/- per subscription of ₹ 10,000 and above will be deducted from the subscription amount and paid to the distributor/agent of the existing investor and the balance shall be invested.
- It may be noted that the transaction charges shall be subject to the following:
- o Transaction charges in case of investments through Systematic Investment Plan (SIP) shall be deducted only if the total commitment (i.e. amount per SIP installment x No. of installments) amounts to ₹ 10,000/- or more. The Transaction Charges shall be deducted in 4 equal installments commencing from the second SIP installment.
- o Distributors shall be able to choose to "opt in" OR "opt out" of charging the transaction charge. However, the option exercised by the Distributor is required to be at distributor level and may be based on type of the product but not investor level i.e. a distributor shall not charge one investor and choose not to charge another investor.
- o Transaction charges shall not be deducted for (i) purchases/ subscriptions made directly with the Fund (i.e. not through any distributor); (ii) purchase/subscriptions below ₹ 10,000/- and (iii) transactions other than purchases/ subscriptions relating to new inflows.

It may be further noted that the transaction charges are in addition to the existing system of commission permissible to the Distributors. It is further clarified that pursuant to SEBI Circular No. SEBI/IMD/CIR No. 4/ 168230/09, dated June 30, 2009, upfront commission to distributors shall continue to be paid by the investor directly to the distributor by a separate cheque based on his assessment of various factors including the service rendered by the distributor.

## L. DECLARATION AND SIGNATURE(S)

- 1. Signature(s) should be in English or in any of the Indian languages specified in the eighth schedule of the Constitution of India.
- Thumb impressions (left hand for males and right hand for female) and signatures in languages not specified in the Eighth Schedule of the Constitution of India should be attested by a Magistrate or a Notary public or a Special Executive Magistrate under his/ her official seal.
- 3. Applications by minors should be signed by their guardians.
- 4. In case of an HUF, the Karta should sign on behalf of the HUF.
- 5. If the application form is signed by a Power of Attorney (POA) holder, the form should be accompanied by a notarised photocopy of the PoA. Alternatively, the original PoA may be submitted with the application, which will be returned after verification. The PoA document must contain the signatures of both the applicant and the constituted Attorney. If the PoA is not submitted with the application, the application form will be rejected.
- In case of non-individual investors, a list of authorised signatories should be submitted along with application form or in case of any change in the authorised signatories list; the AMC/ Registrar must be notified within 7 days.
- Investors are requested to read the undertakings/ declarations carefully, before providing their signature(s) in the application form.

#### M. EMPLOYEE UNIQUE IDENTIFICATION NUMBER (EUIN):

As per SEBI Circular No. CIR/IMD/DF/21/2012 dated September 13, 2012 and AMFI Guidelines on implementation of EUIN, it is mandatory to state the Employee Unique Identification Number (EUIN) of the employee/ relationship manager/ sales person of the distributor interacting with the investor for the sale of mutual fund products, in addition to the AMFI Registration Number (ARN) of the distributor in the space indicated in the application form. In case the EUIN box is intentionally left blank in the absence of any client facing interaction, then it is required to mandatorily tick against the confirmation/ declaration stating that the transaction is an "execution-only" transaction, mentioned below the box/ space provided for the ARN Number/ EUIN in the application form and also provide signature(s) in the signature pane appearing just below the confirmation/ declaration. The mentioning of the EUIN shall assist the AMC to tackle the problem of mis-selling by the distributors/its employees/ relationship manager/ sales person.

Foreign Account Tax Compliance Act (FATCA) & Common Reporting Standards N. (CRS) Details and Terms & Conditions: 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 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. Towards compliance, we may also be required to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto. 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 FIs 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. If you have any questions about your tax residency, please contact your tax advisor. If you are a US citizen or resident or greencard 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 a tax resident issues such identifiers. If no TIN is yet available or has not yet been issued, please provide an explanation and attach it to this form.

# O. TRANSACTIONS THROUGH MUTUAL FUND DISTRIBUTORS (STOCK EXCHANGE PLATFORM)

Investors may note that, SEBI vide its Circulars no. CIR/MRD/DSA/32/2013 dated October 4, 2013 and CIR/MRD/DSA/33/2014 dated December 9, 2014, permitted Mutual Fund Distributors to use recognized Stock Exchange infrastructure to purchase/ redeem units directly from Mutual Fund/Asset Management Companies on behalf of their clients. Accordingly, Mutual Fund Distributors registered with the Association of Mutual Funds in India (AMFI) and who have been permitted by NSE, are eligible to use "NSE Mutual Fund Platform II (NMF II)" which is an online Mutual fund Platform of National Stock Exchange of India Ltd. ('NSE')" to purchase and/or redeem units of the schemes in physical (non-demat) mode and/or demat (electronic) mode. For further details please refer the SID of this Scheme.

#### P. INFORMATION TO INVESTORS REGARDING AADHAAR

The purpose of collection/ usage of Aadhaar number including demographic information is to comply with applicable laws/rules/regulations and provision of the said data is mandatory as per applicable laws/rules/regulations. Post obtaining the Aadhaar number, we shall authenticate the same in accordance with the Aadhaar Act, 2016. We shall receive your demographic information which shall be used only to comply with applicable laws/rules/regulations.

#### List of Banks for SIP Direct Debit Facility

Axis Bank, Bank of Baroda, Bank of India, Citibank, Corporation Bank, IDBI Bank, IndusInd Bank, Kotak Bank, Punjab National Bank, State Bank of India, Union Bank of India

## List of Cities for SIP Auto Debit Facility via ECS Clearing

Agra, Ahmedabad, Allahabad, Amritsar, Anand, Aurangabad, Asansol, Bangalore, Bardwan, Baroda, Belgaum, Bhavnagar, Bhilwara, Bhopal, Bhubaneshwar, Bijapur, Bikaner, Calicut, Chandigarh, Chennai, Cochin, Coimbatore, Cuttak, Davangere, Dehradun, Delhi, Dhanbad, Durgapur, Erode, Gadag, Gangtok, Gorakhpur, Guwahati, Gulbarga, Gwalior, Hasan, Hubli, Hyderabad, Indore, Jabalpur, Jaipur, Jalandhar, Jammu, Jamnagar, Jamshedpur, Jodhpur, Kanpur, Kakinada, Kolhapur, Kolkata, Kota, Lucknow, Ludhiana, Madurai, Mandya, Mangalore, Mumbai, Mysore, Nagpur, Nasik, Nellore, Panjim, Patna, Pondicherry, Pune, Raipur, Raichur, Rajkot, Ranchi, Salem, Shimla, Shimoga, Sholapur, Siliguri, Surat, Thiruput, Tirupeti, Tirchur, Trichy, Trivandrum, Tumkur, Udaipur, Udupi, Varanasi, Vijaywada, Vizag

## APPLICATION SUPPORTED BY BLOCKED AMOUNT (ASBA) FORM

[To be submitted to Self Certified Syndicate Bank (SCSB)]

Total Amount to be blocked ₹ (words)

NFO OPENS ON : DECEMBER 07, 2017 CLOSES ON : DECEMBER 15, 2017

## **UNION PRUDENCE FUND**

(An Open-ended Dynamic Asset Allocation Fund)



Signature Stamp and Date

(Please read the Scheme Information Document/Key Information Memorandum/ Statement of Additional Information and instructions carefully before filling up this form.)

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ASBA Forms should be submitted only with an authorized branch of designated SCSBs. Copy of acknowledgement receipt of the ASBA form issued by SCSB should be submitted with the NFO form to Union Mutual Fund or its Registrar, CAMS.

## INSTRUCTIONS FOR FILLING ASBA FORM

- 1. Please visit www.sebi.gov.in/pmd/scsb.html or www.nseindia.com for list of currently available Self Certified Syndicate Banks (SCSB) offering ASBA facility with their designated branches.
- 2. The investor shall submit the ASBA Form at the Bank branch of SCSB, which is designated for the purpose and the investor must be holding a bank account with such SCSB. Investors should check with their bank branch to confirm whether the branch is offering ASBA facility.
- 3. Investors shall ensure that the Bank Account number in the ASBA Form is correct and funds equal to the subscription amount are available in the bank account maintained with the SCSB before submitting the same to the designated branch.
- 4. ASBA Application Form will not be accepted by any of the offices of Union Mutual Fund or its Registrar & Transfer Agent, i.e. Computer Age Management Services (P) Ltd.
- 5. Upon submission of an ASBA Form with the SCSB, investor shall be deemed to have agreed to block the entire subscription amount specified and authorized the Designated Branch to block such amount in the Bank Account.
- 6. The SCSBs shall block the subscription money based on the authorisation given by the account holder in the ASBA Form. The subscription money shall remain blocked in the bank account till allotment of units under the scheme or till rejection of the application, as the case may be.
- 7. If the bank account specified in the ASBA Form does not have sufficient credit balance to meet the subscription money, the ASBA Form shall be rejected by the SCSB.
- 8. The ASBA Form should not be accompanied by cheque or other mode of payment, other than authorisation to block subscription amount in the bank account.
- 9. During the processing of the NFO application, if the application is found to be incomplete or incorrect, the SCSB will be informed on the same who shall then unblock the investor account with appropriate remarks in the investor account.
- 10. On the closure date of the NFO, the ASBA Form should be submitted to the SCSBs before 3.00 p.m. or such other time as may be decided by respective SCSBs.
- 11. Union Mutual Fund or its' Registrar, CAMS shall not be liable for any negligence or mistake committed by the SCSBs.
- 12. Investor is required to submit a copy of the acknowledgment receipt of the ASBA Form (as submitted with SCSB) along with the NFO application form to Union Mutual Fund or any of its official point of acceptance.
- 13. All grievances relating to the ASBA facility may be addressed to the respective SCSBs, giving complete details such as name & address of the applicant, number of units applied for, counterfoil or the application reference given by the SCSBs, amount paid on application and the collection centre of the SCSB where the application form was submitted. If the SCSB is unable to resolve the grievance within reasonable time, it shall be addressed to the Registrar and Transfer Agent, M/s. Computer Age Management Services Pvt. Limited (CAMS), Chennai, with a copy to Union Asset Management Co. Pvt. Ltd.

#### 14. EMPLOYEE UNIQUE IDENTIFICATION NUMBER (EUIN):

As per SEBI Circular No. CIR/IMD/DF/21/2012 dated September 13, 2012 and AMFI Guidelines on implementation of EUIN, it is mandatory to state the Employee Unique Identification Number (EUIN) of the employee/ relationship manager/ sales person of the distributor interacting with the investor for the sale of mutual fund products, in addition to the AMFI Registration Number (ARN) of the distributor in the space indicated in the application form. In case the EUIN box is intentionally left blank in the absence of any client facing interaction, then it is required to mandatorily tick against the confirmation/declaration stating that the transaction is an "execution-only" transaction, mentioned below the box/space provided for the ARN Number/ EUIN in the application form and also provide signature(s) in the signature pane appearing just below the confirmation/ declaration. The mentioning of the EUIN shall assist the AMC to tackle the problem of mis-selling by the distributors/its employees/ relationship manager/ sales person.

15. Investors are requested to read the undertakings/ declarations carefully, before providing their signature(s) in the ASBA Form.



Please address all future communication(s) in connection with this application to the Registrar & Transfer Agent of the Scheme:

#### Computer Age Management Services Pvt. Ltd.,

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Unit: Union Mutual Fund (formerly Union KBC Mutual Fund)

Ground Floor No.178/10, Kodambakkam High Road, Opp. Hotel Palmgrove, Nungambakkam, Chennai, Tamil Nadu - 600 034.

Email: enq\_uk@camsonline.com | Website: www.camsonline.com

Union Asset Management Company Pvt. Ltd. (formerly Union KBC Asset Management Company Private Limited)

Unit 503, 5th Floor, Leela Business Park, Andheri Kurla Road, Andheri (East), Mumbai - 400059

 $\textbf{Toll Free:} 1800\,200\,2268 \ | \ \textbf{Tel No.:} 022\,67483333$ 

Website: www.unionmf.com | Email: investorcare@unionmf.com

Know Your Client (KY Application Form (Fo (Please fill the form in English ar Fields marked with '*' are manda	КҮС Туре* 🔲	Upda		C Numk is manda		PAN E	xempt I	nvesto	Drs (R	efer ins	truction		Our Missio	n Your Growth	
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	O-Others Pro			lf Empl		_	letired	ПН	lousew	ife	🗋 Sti	udent			
	B-Business	L	_ X-I	Not Cat	egorised	b									
0. Droof of Identify (Del)* /f		(Dianaa vafav inst	turratia		(at the a	a va al )									
2. Proof of Identity (Pol)* (f (Certified copy of <u>any one</u> of a	. ,				at the e	ena)									
A- Passport Number			000000	(interest)		Pa	.ssport [	Expiry [	Date		DD	— M	м — У	ΥΥ	Y
B- Voter ID Card		+													
D- Driving Licence						Dr	iving Lic	ence F	zpirv	Date	DD	— M	м — У	Y Y	Y
E- Aadhaar Card						21				Date				1.1.1	
F- NREGA Job Card															
Z- Others (any docume	ent notified by the centr	al government)					Iden	tificatio	on Num	nber					
	,	5 /1													
3. Proof of Address (PoA)*	*														
3.1 Current / Permanent	: / Overseas Address Deta	ails (Please see in	nstruct	tion D a	t the en	d)									
Address						,									
Line 1*															
Line 2															
Line 3								City /	Town	/ Vil	lage*				
District*	Zi	p / Post Code*					State	/UT Co	de		as pe	r Indian	Motor Ve	hicle Ac	t, 1988
State/UT*			Cou	ntry*						С	ountry	Code		as per I	SO 3166
Address Type* 🛛 🛛 R	Residential / Business	🗖 Reside	ntial			Busine	SS		Regis	tere	d Offic	e		Jnspec	ified
(Certified copy of <u>any one</u>	of the following Proof of	of Address [PoA]	need	ls to be	submit	ted)									
Proof of Address*	· · · · · · · · · ·	_					00000	Evelor	Data			1	14	VV	V
Passport Number						Ра	issport l	=xpiry I	Date			- M	IVI Y	ΥΥ	Y
Voter ID Card			_			D				D					
Driving Licence						Dr	iving Lio	cence E	zpiry	Date	DD	M	M Y	ΥΥ	Y
Aadhaar Card															
□ NREGA Job Card □ Others (any document	notified by the control	aovernment)					Idon	tificatio	on Nun	abar					
	notified by the central	government)					Iden	lincalit	JII NUI	ibei					
3.2 Correspondence / Lo	ocal Address Details* (Pla	ease see instructio	on E a	it the er	ıd)										
Same as Current / Perma						nce / loc	al addres	ses, plea	se fill 'A	nnexu	ire A1'.	Submit r	elevant de	ocument	ary proof)
Line 1*															
Line 2			$\vdash$			++			++	+	++	++	+++	++	++
Line 3								City /	Town	/ Vil	lage*	++		++	
District*		ip / Post Code*					State	⊿ /UT Co			7	r Indian	Motor Ve	hicle An	t. 1988
State/UT*		, III .	Cou	ntrv*					Ţ,	c		Code			SO 3166
		<u> </u>		,							,				

4. Contact Details (All c	ommunications will be sent on provided Mot	bile no. / Email·	-ID) (Please refer instructio	on <b>F</b> at the end)	
Email ID					
Mobile	Tel. (Off)		Tel. (Re		
				3) <u> </u>	
5. FATCA/CRS Informa	ion (Tick if Applicable)	nce for Tax Pur	poses in Jurisdiction(s) Ou	utside India (Please re	efer instruction <b>B</b> at the end)
	uired* (Mandatory only if above option (			, , , , , , , , , , , , , , , , , , ,	,
Country of Jurisdiction		, ,	Country Code of Jurisdic	tion of Residence	as per ISO 3166
Tax Identification Num	ber or equivalent (If issued by jurisdiction	on)*			
Place / City of Birth*		untry of Birth*		Countr	y Code as per ISO 3166
Address					
Line 1*					
Line 2					
Line 3				City / Town / Village	
District*	Zip / Post Code		State/U		per Indian Motor Vehicle Act, 1988
State/UT*		Country*		Count	ry Code as per ISO 3166
6. Details of Related Pe	r <b>son</b> (Optional) (please refer instruction G a	at the end) (in c	ase of additional related p	ersons, please fill 'An	nexure B1')
Related Person	Deletion of Related Person	KYC Number of	of Related Person (if availa	able*)	
Related Person Type*		Assignee		presentative	LastNama
Name*	Prefix First Name		Middle Name		Last Name
	(If KYC number and name are provided, belo	ow details of secti	on 6 are optiona <b>l</b> )		
	of Related Person* (Please see instruction		)		
	of the following Proof of Identity[Pol] needs to	be submitted)	Decement Fur	in Data	
A- Passport Number		-1	Passport Exp	Diry Date	D — M M — Y Y Y Y
B- Voter ID Card					
C- PAN Card			Driving Licon	an Evning Data	
D- Driving Licence			Driving Licen	ce Expiry Date	
F- NREGA Job Card					
	nent notified by the central government		Identifi	cation Number	
7. Remarks (If any)		/	i i i i i i i i i i i i i i i i i i i		
				+++++	
8. Applicant Declaratio	/ / _ / / / / / / / / / / /				
<ul> <li>I hereby declare that the detail</li> </ul>	furnished above are true and correct to the best of my kn				
liable for it. I hereby declare	ny of the above information is found to be false or untrue hat I am not making this application for the purpose of lirections issued by any governmental or statutory authorit	contravention of a		statute of	ignature / ThumbImpression]
° ,	formation from Central KYC Registry through SMS/Email		ered number/email address.		
Date: DD-MM	- Y Y Y Y Place:			Signatu	re / Thumb Impression of Applicant
9. Attestation / For Offi	e Use Only				
Documents Receive	•				
	ication Carried Out by (Refer Instruction I)	N	Jama La	Institution Details	
Date					
Emp.Name					
Emp. Code			Emp. Branch		
Emp. Designation					
	[Employee Signature]				
In-Derson Vori	cation (IPV) Carried Out by (Refer Instruction J	)		Institution Details	
Date			Name		
Emp. Name			Code		
Emp. Code			Emp. Branch		
Emp. Designation					
				[Institution Stamp]	

### 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.
- 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].
   If any proof of identity or address is in a foreign language, then translation into English is required.
- 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)

## C. Clarification / Guidelines on filling 'Proof of Identity [Pol]' section, For PAN exempt Investors

- 1. If driving license number or passport is provided as proof of identity then expiry date is to be mandatorily furnished.
- 2. Mention identification / reference number if 'Z Others (any document notified by the central government)' is ticked.
- Others Identity card with applicant's photograph issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.
- 4. Letter issued by a gazetted officer, with a duly attested photograph of the person.

## D. Clarification / Guidelines on filling 'Proof of Address [PoA] section

- 1. PoA to be submitted only if the submitted PoI does not have an address or address as per PoI is invalid or not in force.
- 2. State / U.T Code and Pin / Post Code will not be mandatory for Overseas addresses.
- 3. Others includes Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

#### E. Clarification / Guidelines on filling 'Proof of Address [PoA] - Correspondence / Local Address details' section

- 1. To be filled only in case the PoA is not the local address or address where the customer is currently residing. No separate PoA is required to be submitted.
- 2. In case of multiple correspondence / local addresses, Please fill 'Annexure A1'
- 3. Others includes Utility bill which is not more than two months old of any service provider (electricity, telephone, post-paid mobile phone, piped gas, water bill); Bank account or Post Office savings bank account statement; Documents issued by Government departments of foreign jurisdictions and letter issued by Foreign Embassy or Mission in India; Identity card with applicant's photograph and address issued by any of the following: Central/ State Government Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council, etc., to their Members; and Credit cards/Debit cards issued by Banks.

## F. 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.

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

1. Provide KYC number of related person if available.

# H. Clarification / Guidelines on filling 'Related Person details – Proof of Identity [Pol] of Related Person' section Mention identification / reference number if 'Z- Others (any document notified by the central government)' is ticked.

## I. 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.

## J. 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.

## K. 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	TamilNadu	TN
Chandigarh	СН	Lakshadweep	LD	Telangana	TS
Chattisgarh	CG	Madhya Pradesh	MP	Tripura	TR
Dadra and Nagar Haveli	DN	Maharashtra	MH	Uttar Pradesh	UP
Daman & Diu	DD	Manipur	MN	Uttarakhand	UA
Delhi	DL	Meghalaya	ML	WestBengal	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	AI	Ecuador	EC	Liechtenstein	L	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	GQ	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	AU	Ethiopia	ET	Madagascar Malawi	MW	Serbia	RS
Antarctica	AQ	Falkland Islands (Malvinas)	FK	Malaysia	MY	Seychelles	SC
Antigua and Barbuda	AG	Faroe Islands	FO	Maldives	MV		SL
	AG		FJ	Mali	ML	Sierra Leone	SG
Argentina	AM	Fiji	FJ	Malta	MT	Singapore	SG
Armenia Aruba	AW	Finland France	FR	Marshall Islands	MH	Sint Maarten (Dutch part)	SK
			GF			Slovakia	
Australia	AU	French Guiana		Martinique	MQ	Slovenia	SI
Austria	AT	French Polynesia	PF	Mauritania	MR	Solomon Islands	SB
Azerbaijan	AZ	French Southern Territories	TF	Mauritius	MU	Somalia	SO
Bahamas	BS	Gabon	GA	Mayotte	YT	South Africa	ZA
Bahrain	BH	Gambia	GM	Mexico	MX	South Georgia and the South Sandwich Islands	
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	SJ
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	NR	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	ю	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
Gampodia	ĸ	Iceland	IS	Northern Mariana Islands	MP	Iurkey	IR
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	IB	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	KL	Qatar	QA	Virgin Islands, British	VG
Cote d'Ivoire !Côte d'Ivoire	CI	Korea, Democratic People's Republic of	KP	Reunion !Réunion	RE	Virgin Islands, U.S.	VG
Croatia	HR	Korea, Republic of	KP	Romania	RO	Wallis and Futuna	WF
	CU		KH		RU		EH
Cuba		Kuwait		Russian Federation		Western Sahara	
Curaçao	CW	Kyrgyzstan	KG	Rwanda	RW	Yemen	YE
Cyprus	CY	Lao People's Democratic Republic	LA	Saint Barthelemy !Saint Barthélemy	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		

Annexure A1 – Addition/Modifi	cation/Change of Addre	ess – Correspondence/Local Addres	SS	CAMS
Fields marked with '*' are mandatory fi Please fill the form in English and in B				
For office use only (To be filled by financial institution)	Application Type* KYC Number	New Update/Change	(Mandatory for KYC upda	te request)
1. Correspondence / Local /	Address Details (Please	e see instruction E at the end) Enclose	relevant documentary proof	
Same as Current / Perman	ent / Overseas Addres	s details		
Line 1*				
Line 2				
Line 3			City / Town / Village*	
District*	Zip / F	Post Code*	State/UT Code as per	Indian Motor Vehicle Act, 1988
State/UT		Country*	Country	Code as per ISO 3166
<b>2. Contact Details</b> (All comm	unications will be sent or	n provided Mobile no. / Email-ID) (Plea	ase refer instruction <b>F</b> at the end)	
Email ID				
Mobile	Tel. (C	Dff)		
Fax				
3. Applicant Declaration				
therein, immediately. In case any of the a liable for it. I hereby declare that I am r legislation or any notifications/directions is	bove information is found to be f not making this application for th ssued by any governmental or sta	e best of my knowledge and belief and I undertake false or untrue or misleading or misrepresenting, I he purpose of contravention of any Act, Rules, F atutory authority from time to time. gh SMS/Email on the above registered number/ema	am aware that I may be held Regulations or any statute of [Signa	ture / ThumbImpression]
Date: DD-MM-YY	Y Y Place :		Signature /	Thumb Impression of Applicant
			-	

Our Mission... Your Growth

Annexure B1 – Addition/De	letion of Related Persons				
Fields marked with '*' are mandato Please fill the form in English and	,				
For office use only (To be filled by financial institution)	Application Type*	New DUpc	late/Change	andatory for KYC upda	te request)
☐ 1. Details of Related Per	<b>son</b> (In case of additional rel	ated persons, please f	ill 'Annexure B1') (please refe	r instruction <b>G</b> at the end	4)
Addition of Related Person	n 🔲 Deletion of Related Per	rson KYC Numbe	er of Related Person (if availal	ble*)	
Name*	Guardian of Minor  Prefix First (If KYC number and name are pr	Assignee Name ovided, below details of se	Authorized Rep Middle Name		LastName
Proof of Identity [Pol] of Rela	ted Person* (Please see instr	ruction ( <b>H</b> ) at the end)			
□ A- Passport Number □ B- Voter ID Card			Passport Exp	iry Date	
□C- PAN Card □D- Driving Licence □E- Aadhaar Card □F- NREGA Job Card			Driving Licen	ce Expiry Date 🔲 🗆 –	
Z- Others (any document	t notified by the central gov	vernment)	Identific	ation Number	
2. Applicant Declaration					
therein, immediately. In case any of liable for it. I hereby declare that I legislation or any notifications/direction	the above information is found to be fa	alse or untrue or misleading o e purpose of contravention of tutory authority from time to tin		ay be held statute of [Signa	ture / Thumb [mpression] Thumb Impression of Applicant
3. Attestation / For Office U	se Only				
Documents Received	] Certified Copies				
KYC	Verification Carried Out by			Institution Details	
Date   Image: Code     Emp. Designation			Name Code		
Emp. Branch	[Employee Signature]				

Know Your Client (KYC) Application Form (For Non-Individuals Only)	Place for Intermediary Logo	Application No. :					
Please fill in ENGLISH and in BLOCK LETTERS	, ,						
A. Identity Details (please see guidelines overleaf)							
1. Name of Applicant (Please write complete name as per Certificate of Incorporation / Registr	ration; leaving one box blank be	tween 2 words. Please do not abbreviate the Name).					
2. Date of Incorporation d d / m m / y y y y Place of Incorp	poration						
3. Registration No. (e.g. CIN)	Date of commencement of	business d d / m m / y y y y					
4. Status Please tick (✓)       Private Ltd. Co.       Public Ltd. Co.       Body Corporate         △ AOP       □ Bank       □ Government Body       □ Non-Government Organisation         ○ Others (Please specify)		/ Charities / NGOs					
5. Permanent Account Number (PAN) (MANDATORY)	Please enclose a c	luly attested copy of your PAN Card					
B. Address Details (please see guidelines overleaf)							
1. Address for Correspondence							
City / Town / Village		Postal Code					
State	Country						
2. Contact Details							
Tel. (Off.) (ISD) (STD)	Tel. (Res.) (ISD) (STD)						
Mobile (ISD) (STD) E-Mail Id.	Fax (ISD) (STD)						
3. Proof of address to be provided by Applicant. Please submit ANY ONE of t	he following valid docum	ents & tick $(\checkmark)$ against the document attached					
<ul> <li>*Latest Telephone Bill (only Land Line)</li></ul>	k Account Statement □Re	gistered Lease / Sale Agreement of Office Premises					
City / Town / Village		Postal Code					
State	Country						
5. Proof of address to be provided by Applicant. Please submit ANY ONE of the "*Latest Telephone Bill (only Land Line) "*Latest Electricity Bill "*Latest Ban Any other proof of address document (as listed overleaf). (Please specify) *Not more than 3 Months old. Validity/Expiry date of proof of address submitted d							
C. Other Details (please see guidelines overleaf)							
1. Name, PAN, DIN/Aadhaar Number, residential address and photogr (Please use the Annexure to fill in the details)	raphs of Promoters/Par	tners/Karta/Trustees/whole time directors					
2. Any other information:							
DECLARATION							
I/We hereby declare that the details furnished above are true and correct to the best of my/our knowledge and belief and I/we 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/we are aware that I/we may be held liable for it.	ME & SIGNATURE	(5)					
Place:	PERSON(S)						
Date:							
FOR OFFICE	USE ONLY						
AMC/Intermediary name <b>OR</b> code		Seal/Stamp of the intermediary should contain					
		Staff Name					
(Originals Verified) Self Certified Document copies received		Designation					
(Attested) True copies of documents received		Name of the Organization Signature					
		Date					

## **INSTRUCTIONS / CHECK LIST FOR FILLING KYC FORM**

#### A. IMPORTANT POINTS:

- Self attested copy of PAN card is mandatory for all clients.
- 2. Copies of all the documents submitted by the applicant should be self-attested 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 below mentioned list.
- If any proof of identity or address is in a foreign language, then translation into English 3. is required.
- Name & address of the applicant mentioned on the KYC form, should match with the 4. documentary proof submitted
- If correspondence & permanent address are different, then proofs for both have to be 5. submitted.
- Sole proprietor must make the application in his individual name & capacity. 6.
- For non-residents and foreign nationals,(allowed to trade subject to RBI and FEMA 7. guidelines), copy of passport/PIOCard/OCICard and overseas address proof is mandatory.
- For foreign entities, CIN is optional; and in the absence of DIN no. for the directors, 8 their passport copy should be given.
- In case of Merchant Navy NRI's, Mariner's declaration or certified copy of CDC 9 (Continuous Discharge Certificate) is to be submitted.
- 10. For opening an account with Depository participant or Mutual Fund, for amin or, photocopy of the School Leaving Certificate/Mark sheet issued by Higher Secondary Board/Passport of Minor/Birth Certificate must be provided.
- 11. Politically Exposed Persons (PEP) are defined as individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of States or of Governments, senior politicians, senior Government/judicial/military officers, senior executives of state owned corporations, important political party officials. etc.
- Proof of Identity( POI): List of documents admissible as Proof of Identity:
  - 1. PAN card with photograph. This is a mandatory requirement for all applicants except those who are specifically exempt from obtaining PAN (listed in Section D). Unique Identification Number (UID) (Aadhaar)/Passport/Voter ID card/Driving license

  - Identity card/ document with applicant's Photo, issued by any of the following: 3. Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities, Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members; and Credit cards/Debit cards issued by Banks.
- Proof of Address (POA): List of documents admissible as Proof of Address: (\*Documents having an expiry date should be valid on the date of submission.)
  - 1. Passport/Voters Identity Card/Ration Card/Registered Lease or Sale Agreement of

Residence/Driving License/Flat Maintenance bill/Insurance Copy.

- Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill Not more than 2. 3 months old.
- Bank Account Statement/Passbook Not more than 3 months old. 3
- Self-declaration by High Court and Supreme Court judges, giving the new address in 4. respect of their own accounts.
- Proof of address issued by any of the following: Bank Managers of Scheduled Commercial Banks/Scheduled Co-Operative Bank/Multinationa Foreian Banks/Gazetted Officer/Notary public/Elected representatives to the Legislative Assembly/Parliament/Documents issued by any Govt. or Statutory Authority.
- Identity card/document with address, issued by any of the following: Central/State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions, Colleges affiliated to Universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.
- 7. For FII/sub account, Power of Attorney given by FII/sub-account to the Custodians (which are duly notarized and/or apostiled or consularised) that gives the registered address should be taken.
- The proof of address in the name of the spouse may be accepted.

### D. Exemptions/clarifications to PAN

- (\*Sufficient documentary evidence in support of such claims to be collected.)
- 1. In case of transactions undertaken on behalf of Central Government and/or State Government and by officials appointed by Courts e.g. Official liquidator, Court receiver etc.
- Investors residing in the state of Sikkim. 2.
- UN entities/multilateral agencies exempt from paying taxes/filing tax returns in India. 3
- 4. SIP of Mutual Funds upto Rs 50,000/- p.a.
- In case of institutional clients, namely, FIIs, Mfs, VCFs, FVCIs, Scheduled Commercial 5. Banks, Multilateral and Bilateral Development Financial Institutions, State Industrial Development Corporations, Insurance Companies registered with IRDA and Public Financial Institution as defined under section 4A of the Companies Act, 1956, Custodians shall verify the PAN card details with the original PAN card and provide duly certified copies of such verified PAN details to the intermediary.

#### E. List of people authorized to attest the documents:

- 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).
- 2. 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.

#### F. In case of Non-Individuals, additional documents to be obtained from Non-individuals, over & above the POI & POA, as mentioned below:

Types of entity	Documentary requirements
Corporate	<ul> <li>Copy of the balance sheets for the last 2 financial years (to be submitted every year)</li> <li>Copy of latest share holding pattern including list of all those holding control, either directly or indirectly, in the company in terms of SEBI takeover Regulations, duly certified by the company secretary/Whole time director/MD(to be submitted every year)</li> <li>Photograph, POI, POA, PAN and DIN numbers of whole time directors/two directors in charge of day to day operations</li> <li>Photograph, POI, POA, PAN of individual promoters holding control – either directly or indirectly</li> <li>Copies of the Memorandum and Articles of Association and certificate of incorporation</li> <li>Copy of the Board Resolution for investment in securities market</li> <li>Authorised signatories list with specimen signatures</li> </ul>
Partnership firm	<ul> <li>Copy of the balance sheets for the last 2 financial years (to be submitted every year)</li> <li>Certificate of registration (for registered partnership firms only)</li> <li>Copy of partnership deed</li> <li>Authorised signatories list with specimen signatures</li> <li>Photograph, POI, POA, PAN of Partners</li> </ul>
Trust	<ul> <li>Copy of the balance sheets for the last 2 financial years (to be submitted every year)</li> <li>Certificate of registration (for registered trust only).Copy of Trust deed</li> <li>List of trustees certified by managing trustees/CA</li> <li>Photograph, POI, POA, PAN of Trustees</li> </ul>
HUF	<ul> <li>PAN of HUF</li> <li>Deed of declaration of HUF/List of coparceners</li> <li>Bank pass-book/bank statement in the name of HUF</li> <li>Photograph, POI, POA, PAN of Karta</li> </ul>
Unincorporated Association or a body of individuals	<ul> <li>Proof of Existence/Constitution document</li> <li>Resolution of the managing body &amp; Power of Attorney granted to transact business on its behalf</li> <li>Authorized signatories list with specimen signatures</li> </ul>
Banks/Institutional Investors	<ul> <li>Copy of the constitution/registration or annual report/balance sheet for the last 2 financial years</li> <li>Authorized signatories list with specimen signatures</li> </ul>
Foreign Institutional Investors (FII)	<ul> <li>Copy of SEBI registration certificate</li> <li>Authorized signatories list with specimen signatures</li> </ul>
Army/Government Bodies	<ul><li>Self-certification on letterhead</li><li>Authorized signatories list with specimen signatures</li></ul>
Registered Society	<ul> <li>Copy of Registration Certificate under Societies Registration Act</li> <li>List of Managing Committee members</li> <li>Committee resolution for persons authorised to act as authorised signatories with specimen signatures</li> <li>True copy of Society Rules and Bye Laws certified by the Chairman/Secretary</li> </ul>

		1	1	1	1
	Photograph				
PAN of the Applicant	Relationship with Applicant (i.e. promoters, whole time directors etc.)				
	Residential / Registered Address				
	DIN (For Directors) / Aadhaar Number (For Others)				
	Name				
Name of Applicant	PAN				
Name of <i>i</i>	Sr. No.				

Details of Promoters/ Partners/ Karta / Trustees and whole time directors forming a part of Know Your Client (KYC) Application Form for Non-Individuals

Place for Intermediary Logo

Date [d | d ] / [m | m ] / [y | y | y | y ]

Name & Signature of the Authorised Signatory(ies)

## Union Bank of India - Official Points of Acceptance: (During New Fund Offer Period only)

Union Bank of India - Official Points of Acceptance: (During New Fund Offer Period only)
• Agra - Frends Wasan Plaza, Sanjay Place, Dist. Agra, Uttar Pradesh - Pin - 282 003. • Anmedabad - Upper Floor, Parth Milan Complex, Near Hotel Nest Sardar Patel Nagar, Off C. G. Road, Dist.Ahmedabad, Gujarat Pin - 380 006.
• Allahabad - Hotel Samrat Bldg, M. G. Marc, Divit Lines, Allahabad - 211 001. • Amritsar - Majith Mandi, Dist Amritsar, Punjab, • Bangalore - 14, Sevaksheta, 1st Floor, 1st Main Road, Gandhinagar, Bangalore - 15/25, Tajendra Marg, Dist. Bhilwara, Rajasthan, Pin - 311 001. • Biogai - 1513/11, Union Bank Bavan, Arera Hills, Bhogal, Madriya Pradesh, - 462011. • Bhubaneswar - Plot No. 101, Janpath, Kharvel Rawwar Pet Belgaum - 500 005. Bellary - #488/2A, 17th Ward, Agadi Towers, Agadi Mareppa Compound, Raghavanetra Taikes Road, Bellary - 835 010. • Chandigart, 64r6 Bank Suare, Second Floor, Oppannakara Street, Ist, Schwarbatere, Tamili Nadu, P. Diasenegere - Ground Floor, Sruad Acced, H. M. Road, Dist. Davangere, Karnataka, Pin - 57/001. • Dehradun, 19-B. Rajpur Rol, PB. No. 109, Jenaroth, K.C. Road, Floor, Bankar, Ban

## Union Mutual Fund - Customer Service Centers and Official Points of Acceptance: (During New Fund Offer Period only)

• Bhubaneswar: Union Asset Management Co Pvt Ltd, C/O Union Bank of India, Service Branch, 1st Floor, Plot No-38, Ashok Nagar, Bhubaneshwar - 751 009. • Hyderabd: Union Asset Management Co Pvt Ltd, C/O Union Bank of India, Regional Office, 6-3-664, Prestige Rai Towers, Opp NIMS, Punjagutta Main Road, Hyderabad - 500 082. • Varanasi: Union Asset Management Co Pvt Ltd, Shop No. 9,10,11, 1st Floor, Kuber Complex, Rathyatra Crossing, Varanasi, Varanasi - 21 010.

## Union Mutual Fund - Customer Service Centers and Official Points of Acceptance:

Ahmedabad: Union Asset Management Co PvtLtd, 907. Shitriama Building, 9th Floor, Panchvice Centers and Offician Points of Acceptance:
 Ahmedabad: Union Asset Management Co PvtLtd, 907. Shitriama Building, 9th Floor, Panchvice Centers and Offician Palding and Points of Acceptance:
 And Points of Acceptance:
 Chandigarh: Union Asset Management Co PvtLtd, 907. Shitriama Building, 9th Floor, Panchvice Centers and Offician Palding and Points of Acceptance:
 Chandigarh: Union Asset Management Co PvtLtd, 9th Floor, Panchvice Co, Road, Ahmedabad: 380006. Bangalore: Union Asset Management Co PvtLtd, 9th Log Acceptance:
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