

## **Key Information Memorandum and Application Form**

## KOTAK BSE PSU INDEX FUND

An open-ended scheme replicating/tracking BSE PSU Index Offer for Units of ₹ 10 each for cash during the New Fund Offer and

Continuous offer for Units at NAV based prices

New Fund Offer Opens on: July 10, 2024

New Fund Offer Closes on: July 24, 2024

www.kotakmf.com Scheme re-opens on or before: August 06, 2024

6th Floor, Kotak Infinity, Building No. 21, Infinity Park, Off. Western Express Highway, Gen.A.K. Vaidya Marg, Malad (E) Mumbai - 400 097.

**1800** 309 1490 (Tollfree)

### This product is suitable for investors who are seeking\* **SCHEME RISKOMETER BENCHMARK RISKOMETER** Long term capital growth Moderately High Moderately High Moderate Moderate Low to Moderat High High Return that corresponds to the performance of BSE PSU Index subject to tracking error

(The prod	should consult their financial advisers if in doubt about w uct labelling assigned during the New Fund Offer is base stics or model portfolio and the same may vary post NFO	ed on internal assessment of the Scheme	А	ppl. KOTAK BSE PSU INDEX FUND Date: DD / / / /
	Distributor's ARN/ RIA Code#	Sub-Broker's ARN	Sub-Broker's Code	EUIN
─ of Ko □ I/We I □ mana	entioning RIA/PMS code, I/ We authorize you to sha tak Mahindra Mutual Fund. Declaration for Executic nereby confirm that the EUIN box has been intentionally la ger/sales person of the above distributor/sub broker or not distributor/sub broker.	on-only" transactions (only where EUIN	box is left blank)	
SIGNATURE(S)	Sole / First Applicant	Second Applicant (To be signed by <b>All Applicants</b>		Third Applicant
	nmission shall be paid directly by the investor to the AMFI registered	( 5 )	,	dered by the distributor.
Existing Unitholder Information (Section I)	If you have, at any time, invested in any Scheme of Kotak Mahino details below and proceed to Section Investment Details.  Name of Sole / First Applicant:			
٥ <u>ء</u> د	Name of Sole / First Applicant:			
	Name of Sole/ First Applicant^:			^Name as per PAN card
	Name of Guardian ^ (in case First Applicant is a Minor)			^Name as per PAN card
	<b>Relationship of Guardian with Minor</b> O Father	O Mother O Legal Guardian		
	Name of Sole Proprietor^ (incase Sole/ First applicant in	s Proprietorship Firm)		^Name as per PAN card
	Mobile: Belongs to: O Self O Spouse O	O Guardian (for Minor investment) O Dependent	Child O Dependent Parent O Depender	nt Sibling O Custodian O POA O PMS
	Email:		Tel (Res./ Off.)	
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	PAN/ Date	e of Birth/	Y CKYC:	
	Gross Annual Income Details in INR (please tick):	rporation		-5 cr O 5 cr - 10 cr O > 10 cr
New Applicant's Personal Information (Mandatory) (Section II)	Please tick, if applicable, O Politically Exposed Person (Please tick, if applicable, O Private Sector Service O Public Sector/ O	Business O Retired Professional O Housewife Agriculturist O Business  en constituted for religious or charitable purposes re 1860 (21 of 1860) or any similar State legislation or a	O Professional O O Agriculturist O Student	Forex Dealer Other Income-tax Act, 1961 (43 of 1961), and is
Son	(If not registered already, please register immediately and confirm with the ab			
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	For Non individuals only.		Valid till	
	Name of Second Applicant:			^Name as per PAN card
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63	kotak®
	Mutual Fund

Received from Mr/ Ms/ M/s along with cheque No.\* \_

## Acknowledgement of: KOTAK BSE PSU INDEX FUND (To be filled in by the Applicant)

dated \_\_\_ for Rs. (in figures)/ (Amount) \_

Drawn on (Bank) \*Cheques and drafts are subject to realisation. Appl. KOTAK BSE PSU

INDEX FUND

Stamp of Kotak AMC Office/ Authorised Collection Centre

	Email:			Tel (Res./ Off.)	
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	*I declare that the information is to the best of my knowledge and belief, accur	rate and complete. I agree to notify Kotak Mahir	ndra Mutual Fund/ Kotak Mahindra Asset Mana	agement Co. Ltd. immediately in case	e there is any change in the above information.
(Section	Mode of Operation - Where there is more than one app O First Applicant only O Anyone or Survivor O Joint		or, in case of more than one appli	icant)	
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Correspondence Details of Sole/ First Applicant (Section VI)	Country Pin Code		Country	Pin C	ode
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## KOTAK MAHINDRA MUTUAL FUND

6th Floor, Kotak Infinity, Building No. 21,Infinity Park, Off. Western Express Highway, Gen.A.K. Vaidya Marg, Malad (E), Mumbai - 400 097.

**1800 309 1490 (Toll-free), 044-4022 9101** 

**Computer Age Management Services Ltd.** No 178/10, Kodambakkam High Road, Ground Floor, Opp. Hotel Palmgrove, Nungambakkam, Chennai - 600034.

**2** 044 6110 4034

enq\_k@camsonline.com 🍿 www.camsonline.com

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Declaration and Signatures (Section XI)	Whe have read and understom Mutual Fund. I We hereby at I We are authorised to make for the purpose of any contrapplicable laws enacted by the myour Investment Advisor ar I / We confirm that the displayed in the purpose of any contrapplicable laws enacted by the myour Investment Advisor ar I / We confirm that the displayed in the information of the information of the information of the information on this Form is true, correct, KYC Declaration:  If we hereby declare the governmental or statuth of the information of the i	butor has disclosed al he Scheme is being re tion provided by me in grepatriation of redhannels or from funds IWe have understood and complete. If We a last I am not making thory authority from time or cereiving information of CR, download the information of the consent to MF at each of the work of the consent to MF at the details furnished details for any comm will be sent through of the consent to MF at the details furnished details for any comm will be sent through of the scheme of the consent to MF at the details furnished details for any comm will be sent through of the consent through of the consent through of the consent to MF at the details furnished details for any comm will be sent through of the consent through of the consent through of the consent through of the consent through the c	commission commended this form a many form a many form the information of the information from Centromation from Centromation from Centromation for from centr. A RTAY SEBI guid above are unication we mail only in	n (in the form I to me / us. Ind to the best proceeds: I/We IRE / FCNR Accation requirem that I/ We hav on for the purp ral KYC Registr om CKYCR an al KYC Registr registered in elines. true & correct ith KMAMC. If	of trail con of my know e confirm the count. The read and cose contrain ry through S termediary to the best Please note	mmission or any wledge and belie hat I am/ we are serom (read alor understood the vention of any A SMS/ E-mail on the ticipating intermisms/ E-mail on the to share this K' is of my knowled all kinds of investors who provi	other mode) pays ef it is true, correct Non-Resident(s) ng with FATCA & FATCA & CRS Tent act, Rules, Regular he above registere diaries as manda ne above registere yC data/ applicate get and undertake gstor communicati de their email add	able to the cart, and composed fundian National CRS Instructions and Constitutions or any sed number/eated by PML and number/eated by PML and number/eto in CRS Instructions or any sed number/eto in CRS Instructions of the CRS Instruction in	distributor for polete. ationality / Or tions) and he ditions and he statute of le email addres A Act/ Rules/email address r XML data v	r the different rigin and that reby confirm the reby acception or a ss. I also proving the rigidal and to dow with KRA ar	at I/We have a that the interest and in that the interest and notification of the individual of the in	re remitted funds fron information provided b. (Refer guideline No. ations/ directions issue ent to MF/ AMC/ KRA information from CKY(he data to other part hediately, and I/we appount, Annual Report a	n abroad by me/ us 10). d by any t to share CR. ticipating
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- Please ensure that:

  \*\*Your Application Form is complete in all respects & signed by all applicants:

  \*\*Name, Address and Contact Details are mentioned in full.

  \*\*Bank Account Details are entered completely and correctly, 9 digit MICR Code of your Bank is mentioned in the Application Form.

  \*\*Permanent Account Number (PAN) Mandatory for all Investors (Indian & NRI) Irrespective of the Investment amount.

  \*\*Know Your Client (KYC) Mandatory for irrespective of the amount of investment (please refer the guideline 2(d) for more information)

- Your Investment Cheque is drawn in favour of < Scheme Name > dated and signed.
   Application Number is mentioned on the face of the cheque.
   A cancelled Cheque leaf of your Bank is enclosed in case your investment cheque is not from the bank account that you have furnished in the Application Form.
   Documents as listed below are submitted along with the Application form (as applicable to your specific case)

Document	Companies	Trusts	Societies	Partnership Firms	NRIs/ PIOs	FIIs	Investments through Constituted Attorney
1. Resolution / Authorisation to invest	✓	✓	✓	✓		✓	
2. List of Authorised Signatories with Specimen Signature(s)	<b>√</b>	✓	✓	✓		1	✓
3. Memorandum & Articles of Association	✓						
4. Trust Deed		✓					
5. Bye-Laws			✓				
6. Partnership Deed				<b>√</b>			
7. Notarised Power of Attorney							✓
8. Account Debit/ Foreign inward Remittance Certificate fromremitting Bank					1	<b>✓</b>	
All documents in 1 to 8 above should be originals / true copies certified by the	ne Director / Trust	ee / Comp	any Secretary	/ Authorised Sig	natory / N	lotary	Public

Checklist

## GUIDELINES FOR FILLING UP THE COMMON APPLICATION FORM

### 1. GENERAL INFORMATION

b)

- Please fill up the Application Form legibly in English in CAPITAL LETTERS.

  Please read this Memorandum and the respective SAI/SID carefully before investing. Your application for allotment of units in the Scheme(s) is construed to have been made with a full understanding of the terms and conditions applicable to it and the same is binding on you in respect of your investment in the Scheme(s).

  Application Forms incomplete in any respect or not accompanied by a Cheque are liable to be rejected. In case your investment application gets rejected on account of the same being incomplete in any respect, your investment amount would be refunded without interest within 5 days.

  Any correction / over writing in the application form must be signed by the investor.

  If the Name given in the application is not matching PAN card, application may be liable to get rejected or further transactions may be liable get rejected.

  AMC shall not be responsible for direct credit rejects or / payout delays due to incorrect/incomplete information provided by investor.

  In terms of SEBI Circular No. SEBI/IMD/CIR No. 4/1682/30/09 dated June 30, 2009, no entry load will be charged on purchase / additional purchase / switch-in. The commission as specified in the aforesaid circular, if any, on investment made by the investor shall be paid by the investor directly to the Distributor, based on his assessment of various factors including the service rendered by the Distributor.

  The distributor shall disclose all commissions (in the form of trail commission or any other mode) payable to them for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to the investor. In case of investments in the name of a minor, purchase has to be from minor account or from joint account with guardian (Parent/ Court Appointed) only. The registered guardian in the bank account of the minor should be the same guardian as mentioned in the folio/application. This will ensure seamless payment of redemption/IDCW a of Birth of minor.
- If the name is not mentioned as per the PAN card, the name will be captured as per the PAN Card if attached.

### 2. APPLICANT'S INFORMATION

- PPLICANT'S INFORMATION

  If you are already a Unitholder in any scheme of the Fund and wish to make your present investment in the same Account, please fill in the Name of Sole/ First Holder, PAN & Folio No. in Section I, of the Application Form and then proceed to Section XI. Your personal information and bank account details updated in your existing account would also apply to this investment.

  If you are applying for units in Kotak Mahindra Mutual Fund for the first time, please furnish your complete postal address with Pin Code (P.O. Box No. not enough) and your Contact Nos. This would help us reach you faster.

  Permanent Account Number (PAN) Information (Mandatory) With effect from January 1, 2009, it is mandatory for all existing and new investors (including joint holders, guardians of minors and NRIs) to enclose a copy of PAN card to the application for investing in mutual fund Schemes.

  Know Your Client (KYC)
  With reference to SEBI Circular MIRSD/Cir-26/2011 dated December 23, 2011, investors may kindly note w.e.f. January 1, 2012, it is mandatory for all individual/ non individual investors to be KYC Compliant. Investors can approach any SEBI registered KRA for doing KYC.

  In the event of KYC Form being subsequently rejected for lack of information/ deficiency/ insufficiency of mandatory documentation, the investment transaction will be cancelled and the amount may be redeemed at applicable NAV, subject to payment of exit load, wherever applicable.

  If you are KYC Complaint, your Change of Address, Change in Name, etc. should be given at KRA for updation.

  HIRD PARTY PAYMENT

THIRD PARTY PAYMENT
Reference to AMFI Best Practice Guidelines Circular No. 16/2010 -11 on Risk Mitigation process agains Third Party Cheques in Mutual Fund Subscriptions will not be accepted by the Scheme.

Definition of Third Party Cheques

- Where payment is made through instruments issued from an account other than that of the beneficiary investor, the same is referred to as Third-Party payment. In case of a payment from a joint bank account, the first holder of the mutual fund folio has to be one of the joint holders of the bank account from which payment is made. If this criterion is not fulfilled, then this is also construed to be a hird party payment.

payment.

However, afore-mentioned clause of investment with Third-Party Payment shall not be applicable for the below mentioned exceptional case.

Payment for investment by any mode shall be accepted from the bank account of the minor, parent or legal guardian of the minor or from a joint account of the minor with parent or legal guardian.

Custodian on behalf of an FII or a client.

Kotak Mahindra Asset Management Co. Ltd./ Trustee retains the sole and absolute discretion to reject/ not process application and refund subscription money if the subscription does not comply with the specified provisions of Payment Instruments

TERMS & CONDITIONS FOR INVESTORS WHO WISH TO HOLD THEIR UNITS IN DEMAT MODE

## DEMAT MODE

- The Demat Account Details section on the investment application form needs to completely filled
- completely filled

  b. Please ensure that you submit supporting documents evidencing the accuracy of thedemat account details. Applications received without supporting documents could be processed under the physical mode.

  C. The units will be credited to the Demat Account only post realisation of payment.c

  d. The nomination details as registered with the Depository Participant shall be applicable to unitholders who have opted to hold units in Demat mode.
- For units held in demat mode, the bank details mentioned on investment application form shall be replaced with the bank details as registered with the Depository Participant
- Farticipant. 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. However, if the transfer of unit to demat account is rejected for any reason whatsoever, the transaction will be liable to be rejected if KYC performed by KRA is not attached with the investment application form.
- In case of Unit Holders holding units in the demat mode, the Fund will not send the account statement to the Unit olders. The statement provided by the Depository Participant will be equivalent to the account statement.
- raducipant will be equivalent to the account statement.

  If the investor names and their sequence in the investment application form does not match with the Demat Account details provided therein, the units will not be transferred to the Demat Account & units will be held in physical form.

  The option of holding units in demat form is not being currently offered for investment in IDCW option of schemes/ plans having IDCW frequency of less than a month (ie:Investments in all Daily, Weekly and Fortnightly IDCW Schemes cannot be held in Demat mode)
- month (ie:Investments in an Daily, weeks, disched in Demat mode) In case the application is rejected post banking your payment instrument, the refund instrument will be sent with the bank details furnished in the investment application form & not as available in the Demat Account, post reconciliation of accounts.

## 5. BANK ACCOUNT DETAILS

- Please furnish the Name of your Bank, Branch and City (i.e. clearing circle in which the branch participates), Account Type and Account Number. This is mandatorily required as per SEBI. Applications without this information will be deemed to be incomplete & would be rejected. RTGS IFSC code & NEFT IFSC code would help us serve you better.
- b) Please enclose a cancelled Cheque leaf of your Bank in case your investment cheque is not from the same account

## 6. E-MAIL COMMUNICATION If the invector because

If the investor has provided an email address, the same will be registered in our records and will be treated as your consent to receive, Allotment confirmations, consolidated account statement/account statement, annual report/abridged summary and any statutory/other information as permitted via electronic mode/email. These documents shall be sent physically in case the Unit holder opts/request for the same. The AMC / Trustee reserve the right to send any communication in physical mode.

- INVESTMENT DETAILS

  a) Cheques should be crossed "A/c Payee Only" and drawn in favour of the Scheme in which you propose to invest. In case of discrepancy between the scheme name mentioned in the investment application form and cheque, the units will be allotted as per scheme name mentioned on the investment application form.
- as per scrieme name mentioned on the investment application form.

  If you are residing/ located in a city/ town where we do not have an Official Acceptance Point, please draw a Cheque payable at par and submit at your nearest city/ town where we have an Official Acceptance Point.

  Payments by Cash, Stockinvests, Outstation Cheques, Non-MICR Cheques will not be accepted. Post dated cheques will not be accepted except for investments made under Systematic Investment Plan.
- NRI investors are requested to provide debit certificate from their bank for each investment.
- investment.

  e) If you are submitting a single cheque for investment in more than 1 schemes/plan, then please ensure that yourinvestment cheque is drawn in the name of 'Kotak Mahindra Mutual Fund'.

  8. NOMINATION DETAILS

  1. The nomination can be made only by individuals applying for/holding units on their own behalf singly or jointly

  2. Non-individuals including a Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu undivided family, a Power of Attorney holder and/or Guardian of Minor unitholder cannot nominate.

  3. Nomination is not allowed in a folio of a Minor unitholder.

- unitholder cannot nominate.

  Nomination is not allowed in a folio of a Minor unitholder.

  If the units are held jointly (i.e., in case of multiple unitholders in the folio), all joint holders need to sign the Nomination Form (even if the mode of holding/operation is on Anyone or Survivor basis).

  A minor may be nominated. In that event, the name and address of the Guardian of
- the minor nominee needs to be provided.

  Nomination can also be in favour of the Central Government, State Government, a local authority, any person designated by virtue of his office or a religious or charitable trust. 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. A Non-Resident Indian may be nominated subject to the applicable exchange control regulations.
- Multiple Nominees: Nomination can be made in favour of multiple nominees, subject to a maximum of three nominees. In case of multiple nominees, the percentage of the allocation/share should be in whole numbers without any decimals, adding upto a total of 100%. If the total percentage of allocation amongst multiple nominees does not add up to 100%, the nomination request shall be treated as invalid and rejected. If the percentage of allocation/ share for each of the nominee is not mentioned, the allocation /claim settlement shall be made equally amongst all the nominees
- 10. Every new nomination for a folio/account shall overwrite the existing nomination, if
- any.

  11. Nomination made by a unit holder shall be applicable for units held in all the schemes
- 11. Nomination made by a unit holder shall be applicable for units held in all the schemes under the respective folio/account.
  12. Nomination shall stand rescinded upon the transfer of units.
  13. Death of Nominee/s: In the event of the nominee(s) pre-deceasing the unitholder(s), the unitholder/s is/are advised to make a fresh nomination soon after the demise of the nominee. The nomination will automatically stand cancelled in the event of the nominee is deceased at the time of death claim settlement, the said nominee s share will be distributed equally amongst the surviving nominees.
  14. Transmission of units in favour of a Nominee shall be valid discharge by the asset management company! Mutual Fund / Trustees against the legal heir(s).
  15. Cancellation of Nomination: Request for cancellation of Nomination made can be made only by the unitholders. The nomination shall stand rescinded on cancellation of the nomination and the AMC shall not be under any obligation to transfer / transmit the units in favour of the Nominee.
  16. Unitholders who do not wish to nominate are required to confirm the same by

- transmit the units in Tayour of the Nominee.

  16. Unitholders who do not wish to nominate are required to confirm the same by indicating their choice in the space provided in the nomination form.

  17. The nomination will be registered only when this form is completed in all respects to the satisfaction of the AMC.

  18. In respect of folios/accounts where the Nomination has been registered, the AMC will not entertain any request for transmission / claim settlement from any person other than the registered nominee(s), unless so directed by any competent court.

  9. Employee Unique Identification Number (EUIN): SEBI has made it compulsory for appropriate and provided in paragraphs of the distributor of mutual fund.

9. Employee Unique Identification Number (EUIN): SEBI has made it compulsory for every employee/ relationship manager/ sales person of the distributor of mutual fund products to quote the EUIN obtained by him/her from AMFI in the Application Form. EUIN would assist in addressing any instance of mis-selling even if the employee/ relationship manager/sales person later leaves the employment of the distributor. Hence, if your investments are routed through a distributor please ensure that the EUIN is correctly filled up in the Application Form.
However, if your distributor has not given you any advice pertaining to the investment, the EUIN box may be left blank. In this case you are required to provide the declaration to this effect as given in the form.
10. FATCA and CRS related details: Details under FATCA & CRS 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 such as the Bank 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 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. relation thereto.

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 (Insert Fl's name) 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.

11. DECLARATION AND SIGNATURES

a) Signatures can be in English or in any other Indian language. Thumb impressions must be attested by a Magistrate or a Notary Public or a Special Executive Magistrate under his/her official seal.

b) Applications by winjors must be signed on their behalf by their quardians.

- under nis/her official seal.

  b) Applications by minors must be signed on their behalf by their guardians.
  c) If you are investing through your constituted attorney, please ensure that the POA document is signed by you and your Constituted Attorney. The signature in the Application Form, then, needs to clearly indicate that the signature is on your behalf by the Constituted Attorney.

  (Application not complying with any of the above instructions/ guidelines would be\liable to be rejected.)



## **ASBA FORM**

## APPLICATION SUPPORTED BY BLOCKED AMOUNT

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## **ASBA FORM**

## APPLICATION SUPPORTED BY BLOCKED AMOUNT

### IMPORTANT INFORMATION INSTRUCTIONS FOR ASBA MUTUAL FUND INVESTORS

Background: In its continuing endeavour to make the existing public issue process more efficient SEBI introduced a supplementary process of applying in public issues, viz: the "Applications Supported by Blocked Amount (ASBA" process. Accordingly, Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2009, as amended have been amended for ASBA process. The salient features of circular no. SEBI/CFD/DIL/ASBA/1/2009/30/12 dated December 30, 2009 available on SEBI website for "Additional mode of payment through Applications Supported by Blocked Amount (hereinafter referred to as "ASBA") are mentioned below for understanding the ASBA process:

- 1. Meaning of ASBA: ASBA is an application for subscribing to a New Fund Offer (NFO), containing an authorisation to block the application money in a bank account.
- 2. Self Certified Syndicate Bank (SCSB): SCSB is a banker to an issue registered with the SEBI which offers the facility of applying through the ASBA process. The list of SCSBs will be displayed by SEBI on its website at www.sebi.gov.in from time to time. ASBAs can be accepted only by SCSBs, whose names appear in the list of SCSBs displayed on SEBI's website. As on April 15, 2010, 27 Banks have been recognised as SCSBs. Investors maintaining their accounts in of any of these Banks may approach one of the designated branches of these SCSBs for availing this facility. Further it may be noted that from time to time new banks register themselves as SCSBs who become eligible to provide these services and also the existing SCSBs designate additional branches that also provide this facility. An updated list of all the registered SCSBs, their controlling branches, contact details and details of their contact persons, a list of their designated branches which are providing such services is available on the website of SEBI at the address http://www.sebi.gov.in. Further these details are also available on the websites of the Stock Exchanges at http://www.bseindia.com and http://www.nseindia.com. Alternatively, investors may also contact the AMC, R&TA for information about the SCSBs or the ASBA process. These SCSBs are deemed to have entered into an agreement with the Issuer and shall be required to offer the ASBA facility to all its account holders for all issues to which ASBA process is applicable. A SCSB shall identify its Designated Branches (DBs) at which an ASBA bidder shall submit ASBA and shall also identify the Controlling Branch (CB), which shall act as a coordinating branch for the Registrar to the Issue, Stock Exchanges and Merchant Bankers. The SCSB, its DBs and CB shall continue to act as such, for all issues to which ASBA process is applicable. The SCSB may identify new DBs for the purpose of ASBA process and intimate details of the same to SEBI, after which SEBI will add the DB to the list of SCSBs maintain
- **3. Eligibility of Investors:** An Investor shall be eligible to apply through ASBA process, if he/she: (i) is a "Resident Retail Individual Investor, Non-Individual Investor, QIBs, Eligible NRIs applying on non-repatriation basis, Eligible NRIs applying on repatriation basis i.e. any investor, (ii) is applying through blocking of funds in a bank account with the SCSB; Such investors are hereinafter referred as "ASBA Investors".
- 4. ASBA Facility in Brief: Investor shall submit his Bid through an ASBA cum Application Form, either in physical or electronic mode, to the SCSB with whom the bank account of the ASBA Investor or bank account utilised by the ASBA Investor ("ASBA Account") is maintained. The SCSB shall block an amount equal to the NFO application Amount in the bank account specified in the ASBA cum Application Form, physical or electronic, on the basis of an authorisation to this effect given by the account holder at the time of submitting the Application. The Bid Amount shall remain blocked in the aforesaid ASBA Account until the Allotment in the New fund Offer and consequent transfer of the Application Amount against the allocated Units to the Issuer's account designated for this purpose, or until withdrawal/failure of the Offer or until withdrawal/rejection of the ASBA Application, as the case may be. The ASBA data shall thereafter be uploaded by the SCSB in the electronic IPO system of the Stock Exchanges. Once the Allotment is finalised, the R&TA to the NFO shall send an appropriate request to the Controlling Branch of the SCSB for unblocking the relevant bank accounts and for transferring the amount allocable to the successful ASBA Bidders to the AMC account designated for this purpose. In case of withdrawal/Rejection of the Offer, the R&TA to the Offer shall notify the SCSBs to unblock the blocked amount of the ASBA Bidders within one day from the day of receipt of such notification.
- **5. Obligations of the AMC:** AMC shall ensure that adequate arrangements are made by the R&TA for the NFO to obtain information about all ASBAs and to treat these applications similar to non-ASBA applications while allotment of Units, as per the procedure specified in the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2009.

Investors are requested to check with their respective banks about the availability of the ASBA facility.

### Other Information for ASBA Investors:

- 1. SCSB shall not accept any ASBA after the closing time of acceptance on the last day of the NFO period.
- 2. SCSB shall give ASBA investors an acknowledgment for the receipt of ASBAs.
- 3. SCSB shall not upload any ASBA in the electronic system of the Stock Exchange(s) unless (i) it has received the ASBA in a physical or electronic form; and (ii) it has blocked the application money in the bank account specified in the ASBA or has systems to ensure that Electronic ASBAs are accepted in the system only after blocking of application money in the relevant bank account opened with it.
- 4. SCSB shall ensure that complaints of ASBA investors arising out of errors or delay in capturing of data, blocking or unblocking of bank accounts, etc. are satisfactorily redressed.
- 5. SCSB shall be liable for all its omissions and commissions in discharging responsibilities in the ASBA process.
- 6. R&TA to the NFO shall act as a nodal agency for redressing complaints of ASBA and non-ASBA investors, including providing guidance to ASBA investors regarding approaching the SCSB concerned.

### Grounds for rejection of ASBA applications

ASBA application forms can be rejected by the AMC/Registrar/ SCSBs, on the following technical grounds:

- 1. Applications by persons not competent to contract under the Indian Contract Act, 1872, including but not limited to minors, insane persons etc.
- 2. Mode of ASBA i.e. either Physical ASBA or Electronic ASBA, not selected or ticked.
- 3. ASBA Application Form without the stamp of the SCSB.
- 4. Application by any person outside India if not in compliance with applicable foreign and Indian laws.
- 5. Bank account details not given/incorrect details given.
- 6. Duly certified Power of Attorney, if applicable, not submitted alongwith the ASBA application form.
- 7. No corresponding records available with the Depositories matching the parameters namely (a) Names of the ASBA applicants (including the order of names of joint holders) (b) DP ID (c) Beneficiary account number or any other relevant details pertaining to the Depository Account.
- 8. Insufficient funds in the investor's account
- 9. Application accepted by SCSB and not uploaded on/with the Exchange / Registrar



# OTM REGISTRATION FORM Strike off sections that are not applicable

By mentioning RIA code, I/We authorize you to share with the Investment Adviser the details of my/our transactions in the scheme(s) of Kotak Mahindra Mutual Fund.  "I/We hereby confirm that the EUIN box has been intentionally left blank by me/us as this transaction is executed without any interaction or advice by the employe relationship manager/sales person of the above distributor/sub broker or notwithstanding the advice of in-appropriateness, if any, provided by the employee/relationsh manager/sales person of the distributor/sub broker."  Sole/First Holder  (To be signed by All Unitholders if mode of operation is "Joint")  pfront commission shall be paid directly by the investor to the AMFI registered distributors based on the investor's assessment of various factors including the service rendered by the distributor.  NAME OF SOLE/ FIRST HOLDER:  NAME OF SECOND HOLDER:  NAME OF THIRD HOLDER:	Distributor s ARN/ RIA Code	Sub-Broker s Name & Code	EUIN	FOLIO NO.	DATE
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Investors who have already submitted an OTM form or already registered for OTM facility should not submit OTM form again as OTM registration is one-time process only for each bank account. However, such investors if wish to add a new bank account towards OTM facility may fill the form.  Other investors, who have not registered for OTM facility, may fill the OTM form and submit duly signed with their name mentioned.  Mobile Number and Email Idi. Unit holder(s) should mandatorily provide their mobile number and email id on the mandate form.  Unit holder(s) need to provide along with the mandate form an original cancelled cheque (or a copy) with name and account number pre-printed of the bank account to be registered or bank account verification letter for registration of the mandate failing which registration may not be accepted. The Unit holder(s) cheque/ bank account details are subject to third party verification.  Investors are deemed to have read and understood the terms and conditions of OTM Facility, SIP registration through OTM facility, the Schem Information Document, Statement of Additional Information, Key Information Memorandum, Instructions and Addenda issued from time to time to the respective Scheme(s) of Kotak Mahindra Mutual Fund.  One Time Debit Mandate Form can be used for Systematic Purchase as well as Lump Sum Purchase.  OTM Mandate date and OTM Period From and To in the mandate form are mandatory fields.  Any charges payable by the investor to his/ her bank for registering and honouring this mandate will not be borne by the AMC and for the same to be debited to bank account, the mandate contains necessary authorisation.  OTM Mandate End date should not be more than 40 years from the OTM Mandate Start date.  OTM Mandate End date should not be more than 40 years from the OTM Mandate Start date.  OTM Mandate End date should not be more than 40 years from the OTM Mandate Start date.  OTM Mandate End date should not be more than 40 years from the OTM Mandate Start date.  OTM Mandate End date shou	INICTRICTIONS				
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Mutual Fund  (To be filled by Applicant)  DD MM YYYY  Folio Number  Bank Name  Bank Account No.  Official Acceptance Point	<i></i>			- — — — — — — -	
Folio Number Bank Name Bank Account No.  Official Acceptance Point	( ) NOTAK	(To be fill	led by Applicant)	DATE	DD MM YYYY
Bank Name Amount Official Acceptance Point	Folio Number				
Official Acceptance Fount			,	Amount	_
	Bank Account No.				



## **Declaration Form of Ultimate Beneficial Ownership [UBO]** / Controlling Persons Please fill in the information below legibly in English and in CAPITALS.

			DATE D D M M Y Y Y Y
I. INVESTOR DETAILS			
Investor Name			
PAN	* If PAN is not available, specify Folio No.(s)		
II. CATEGORY			
Our company is a Listed Com selected, no need to provide UI	pany on a recognized stock exchange i BO details].	n India/ Subsidiary of a or Controlled k	by a Listed Company [If this category is
Name of the Stock Exchange when	re it is listed#		
Security ISIN#			
Name of the Listed Company (app investor is subsidiary/ associate)	licable if the		
# Mandatory in case of Listed company	or subsidiary of the Listed Company		
Unlisted Company	Partnership Firm / LLP	☐ Unincorporated a	association / body of individuals
Public Charitable Trust	☐ Private Trust	Religious Trust	☐ Trust created by a Will
Others (please specify)			
UBO/ CONTROLLING PERSON	(S) DETAILS		
	y individual person(s) who holds direct/ inc	direct controlling ownership above the pr	escribed threshold limit?  Yes No
If'YES'- We hereby declare that th limit. Details of such individual(s) a	ne following individual person holds directare given below.	ctly/ indirectly controlling ownership in c	our entity above the prescribed threshold
If 'NO'- declare that no individual individual who holds the position of	person (directly/ indirectly) holds contro of Senior Managing Official (SMO) are pr	Illing ownership in our entity above the ovided below.	prescribed threshold limit. Details of the
	UBO-1/ Senior Managing Official (SMO)	UBO-2	UBO-3
Name of the UBO/ SMO#			
UBO/ SMO PAN# For Foreign Nationals, TIN to be provided			
UBO/ SMO Country of Tax Residency#			
UBO/ SMO Taxpayer Identification Number/ Equivalent ID Number#			
UBO/ SMO Identity Type			
UBO/ SMO Place &	Place of Birth	Place of Birth	Place of Birth
Country of Birth#	Country of Birth	Country of Birth	Country of Birth
UBO/ SMO Nationality			
UBO/ SMO Date of Birth#	Date D D M M Y Y Y Y	Date D D M M Y Y Y Y	Date D D M M Y Y Y Y
UBO / SMO PEP#	Yes - PEP Yes - Related to PEP N - Not a PEP	Yes - PEP Yes - Related to PEP N - Not a PEP	Yes - PEP Yes - Related to PEP N - Not a PEP
UBO/ SMO Address Type	Residence Business Registered Office	Residence Business Registered Office	Residence Business Registered Office

UBC	0/ SMO s Occupation	Public Service Private Service Business Others	Public Service Private Service Business Others	Public Service Private Service Business Others
SMO	D Designation#			
UBC	)/ SMO KYC Complied?	YES NO If 'Yes,' please attach the KYC acknowledgement If 'No,' complete the KYC &confirm the status	YES NO If 'Yes,' please attach the KYC acknowledgement If 'No,' complete the KYC &confit the status	YES NO If Yes, please attach the KYC acknowledgement If No, complete the KYC &confirm the status
# 1\1:	andatory column.			•
** Ir proo that	n case of Foreign Nationals, f again in English. If the doc country.	umentary proof is in Foreign Language,	it should be translated in English ar	along with the Nationality proof, Address and should be attested by Indian Embassy of ditional sheet(s) duly signed by Authorized
1	atory.	or sufficient, required information in the	giveri format can be enclosed as ad	ditional sheet(s) duly signed by Adthonized
Parti	cipating Mutual Fund(s) / R	TA may call for additional information/ claration should be submitted again with		or if the given information is not clear /
I U	NITHOLDER(S) SIGNATURI	F(S)		
spee levie MF/ disc whe Indi reve sam IRD/ moo at ye	cified information is found to ed by the statutory/ legal/ reg regard other registered internal lose, share, rely, remit in any fen provided by me to any of the an or foreign governmental of the authorities in India or out the Further, I/ We authorise to selve a regard of the single selve.	be false, untrue, misleading, or misrepripulatory authority. I/ We hereby confirm to mediaries can make reliance on the same form, mode or manner, all/any of the infohe Mutual Fund, its Sponsor, Asset Manaber statutory or judicial authorities/ agencies utside India wherever it is legally required share the given information to other SEBI ubmission/update & for other relevant p	esenting, I/We am/ are aware that I, he above beneficial interest after pee. I/ We hereby authorize you [RTA/rmation provided by me, including a gement Company, trustees, their en sincluding but not limited to the Fin and other investigation agencies w Registered Intermediaries/ or any regurposes. I/ We also undertake to kee	knowledge and belief. In case any of the above / We may be liable for it including any penalty rusing all applicable shareholding pattern and / Fund/ AMC/ Other participating entities] to Il changes, updates to such information as and aployees/ RTAs ('the Authorised Parties') or any ancial Intelligence Unit-India (FIU-IND), the tax/ ithout any obligation of advising me/ us of the ulated intermediaries registered with SEBI/ RBI/ ep you informed in writing about any changes/ ther additional information as may be required
SIGINA	ATURE(S) With relevant Seal			
SIGNATURE(S)	Authorised Si	ignatory 🚬 A	authorised Signatory	Authorised Signatory
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	Designation:	Designation:	Des	signation: