

# UNCLAIMED REDEMPTION / DIVIDEND CLAIM FORM

Please read documentation requirements and Instructions overleaf. Please fill in the information below legibly in English and in CAPITALS.

## A. UNITHOLDER INFORMATION

**First/Sole Unitholder Guardian<sup>^</sup>**

**Folio No(s)** 1.  2.

**PAN**

<sup>^</sup> If there is any change in your name, please refer (5) from instructions overleaf

## B. CLAIM REQUEST (Refer (IN) from instructions overleaf)

Please pay my/our unclaimed amount(s) to my/our bank account number registered in the above mentioned folio(s) OR to my/our new bank account mentioned below. (pls see point no 6 for instructions overleaf.)

Ac No.  Account Type [Pls (✓)] Savings  Current  NRE  NRO  FCNR  Others

Bank Name:

Branch:  Bank City:  State:

MICR Code  IFSC Code

**NOTE:** Unitholder will receive unclaimed redemption/ dividend proceeds directly into his/her/their bank account via Direct Credit facility, if the Bank is empanelled with the AMC, otherwise the warrant will be dispatched.

**Proof of Identity to be provided by the 1st Unitholder. Please submit ANY ONE of the following valid documents and tick (✓) against the documents attached.**

PAN  Passport  UID (Aadhaar Card)  Driving Licence  Voter ID  Others  refer instruction ( ) overleaf.

## C. CONTACT DETAILS

STD Code  Tel (Off.):  Tel (Res.):  Fax

Mobile  E-mail<sup>^</sup>

<sup>^</sup> On providing email-id, investors shall mandatorily receive scheme wise annual report or an abridged summary thereof account statements / statutory and other documents by email. It is deemed that the Unitholder is aware of all the security risks associated with online communication including possible third party interceptions of documents sent via email.

## D. CHANGE OF ADDRESS FOR INVESTORS WHO ARE NOT KRA COMPLIANT [Refer (ii) from instructions overleaf]

State  Pin  City

Country

Proof of Address attached

## E. UNITHOLDER(S) SIGNATURE(S)

- Note:**
- To be signed by all unitholders, if mode of holding is joint.
  - The unclaimed amount will only be paid to the first surviving unitholder.
  - Alterations in the form, if any should be countersigned.
  - The Details provided in this form which are valid (as per verification carried out by the AMC / Registrar) will get updated/ override the previous detail(s) in the folio(s).
  - In case of HUF & other Non-Individual unitholders, the rubber stamp should also be affixed alongwith the signatures of the Authorised Signatories.

**Declaration :**

"I/We hereby declare and confirm that the information provided in this form is true and correct and is duly supported by the document proof enclosed alongwith the form. I/We further agree and confirm that in the event of any discrepancy between the information provided herein and the supporting documents, the AMC/Mutual Fund/Registrar shall be entitled to reject the form. The AMC/Mutual Fund/Registrar/ Trustees shall not be liable and/or responsible for any loss or damage that I/we may incur if the Form is rejected."

First/Sole Unitholder/Guardian	Second Unitholder	Third Unitholder
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## INSTRUCTIONS

1. Please ensure that this form is complete in all respects and signed by the Unitholder(s) as per the mode of holding registered in the folio(s).
  2. Copies of all the supporting documents (as applicable) submitted for the first/ sole Unitholder/ guardian should be self-attested and accompanied by originals for verification.
  3. **Proof of Identity** – any one of the below mentioned documents to be submitted for first/sole Unitholder / guardian:  
PAN card / Unique Identification Number (UID) (Aadhaar) / Passport / Voter ID/ Driving licence etc
  4. In the event of death of first / sole/ all Unitholder(s), the claimant should get the transmission formalities completed first by contacting the AMC/Registrar at any of their offices.  
Subsequent to processing of the transmission request, this form to claim the unclaimed amount(s) to be submitted.
  5. **Change of Name / Surname:**  
Please submit a written request specifying the reason for change in name / surname along with this form. Any of the following documents to be submitted as valid supporting document for name change as per the scenario explained below:  
Marriage / Divorce: Copy of Marriage certificate / Divorce decree / Affidavit.  
Numerology / any other reason: Gazette notification  
Non-individual: New MOA, BR, ASL along with certificate of incorporation
  - b. New signature of the Unitholder duly attested by the Bank Manager
  - c. Bank account proofs as per new name (refer instructions (6))
  - d. Attested copy of PAN card / KYC in the new name  
Unitholder(s) who are KRA compliant, should additionally get the new name updated with the KRA. The form for change in KRA details is available on our website.
  6. **Change of Bank Mandate:**  
Proof of any one of the existing bank accounts in the folio and proof of the new bank account mentioned in this application form should be submitted. Any one of the following documents are valid supporting documents for a bank account.
    - A cancelled original cheque leaf (where the account number and first Unitholder name is printed on the face of the cheque). Unitholders should without fail cancel the cheque and write 'Cancelled' on the face of it to prevent any possible misuse.
    - A letter from the bank on its letterhead certifying that the Unitholder maintains/maintained an account with the bank, the bank account information like bank account number, bank branch, account type, the MICR code of the branch and IFSC Code (where available). The letter should be certified by the bank manager with his/her full signature, name, employee code, bank seal and contact number.
    - A copy of the bank pass book or a statement of bank account with current entries not older than 3 months having the name, address and account number of the account holder.
    - The copy should be certified by the bank manager with his/her full signature, name, designation, employee code, bank seal and contact number. Unitholders may also bring a copy of any of the documents mentioned above along with the original documents to the ISCs/Official Points of Acceptance of JM Financial Mutual Fund ("Fund"). The copy of such documents will be verified with the original documents to the satisfaction of the Fund. The original documents will be returned across the counter to the Unitholder after due verification. In case the original of any document is not produced for verification, then the copies should be attested by the bank manager with his/her full signature, name, designation, employee code, bank seal and contact number.
    - JMF AMC / Fund may call for any additional documents if required.
    - The new bank account mentioned in this form will be registered as the default account.
- In the event of a request for change in bank account information being invalid / incomplete / not satisfactory in respect of signature mismatch/document insufficiency/ not meeting any requirements more specifically as indicated in aforesaid clauses, the request for such change will not be processed. Unclaimed Redemptions / dividend payments, (if any), will be processed and the last registered bank account information will be used for such payments to Unit holders.
7. **Change of address:**  
**Please submit ANY ONE of the following valid documents for proof of new address (self attested)**
    - Passport • Ration card • Registered Lease/Sale Agreement of Residence • Driving License • Voter Identity Card • Latest Bank A/c Statement/Passbook
    - \*Latest Telephone Bill (only Land Line) • \*Latest Electricity Bill • \*Latest Gas Bill • \*Not more than 3 Months old.Please always mention the Pincode while updating the address as it helps postal authorities and couriers in faster delivery. Change of address request for folios that are KRA compliant will not be registered by the fund and investor should get the address updated with KRA first. For Non KYC folios-Attach Proof of address AND PAN Card (OR Any other Proof of Identity for PAN exempt cases only). Copies of all documents submitted should be self attested and accompanied by originals for verification or they should be attested by a KYD complied distributor or personnel / entities authorized for attesting as per KYC guidelines.
  8. The completed form should be submitted at any of our Investor Service Centres (ISCs) of JM Mutual Fund or its Registrar M/s Karvy Computershare Private Limited, the details of which are available on our website.
  9. The AMC/Registrar may call for any other documents like copy of the Bank statement for a particular period etc. in order to satisfy itself about the genuineness of the claim before processing such requests for the payment of unclaimed amount.