

INSTRUCTIONS

A. GENERAL

1. 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.
2. 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.
3. Please shade in the appropriate circle (●).
4. Correction/cancellation of any information should be countersigned by the applicants/ unit holders. Please strike out any section which is not applicable.
5. Non-individual Unit holders - Please intimate us of any change in list of signatories immediately after the change giving us a certified copy of the Board Resolution and List of Authorised Signatories.
6. Signature(s) should be as it appears on the Application Form and in the same order. In case the mode of holding is joint, all unit holders are required to sign.
7. Default Option may be applied in case of no information, ambiguity or discrepancy.
8. The Form should be complete in all respects and should be submitted at any of the Customer Service Centres (CSCs) of Union Mutual Fund or Computer Age Management Services Ltd (CAMS).

B. EXISTING UNITHOLDER INFORMATION

1. The folio number and the details of first unit holder i.e. name and PAN details should be mentioned.
2. 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/ update/ 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.

C. ADDITIONAL PURCHASE REQUEST

1. Unit holder should fill in the name of the scheme/plan/option/facility/frequency clearly.
2. The subscription payment instrument should be drawn in favour of the scheme.
3. 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 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.
 - b. Custodian making investments on behalf of an FII or a Client.
 - c. 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.
 - d. 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 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.

4. 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 / 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.
5. 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.
6. 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.

7. 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.
8. Dishonoured cheque(s) are not liable to be presented again for collection and the accompanying application forms are liable to be rejected.
9. 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.

D. SWITCH REQUEST

1. Switch request will be processed only if folio number, source scheme name, target scheme including plan/ option/ facility/ frequency is mentioned.
2. Please ensure that either the amount or the number of units is mentioned. To switch all units, shade against the circle provided for the purpose. If the switch request specifies both amount and units for Switch, the latter would be processed.
3. If the balance in the source scheme/ plan/ option after taking into account the switch is below the minimum balance required, the AMC reserves the right to redeem the balance amount/ units outstanding, subject to the provisions of the respective SID.

E. REDEMPTION REQUEST

1. Redemption request will be processed only if folio number, scheme name including plan/ option/ facility/ frequency is mentioned.
2. Please ensure that either the amount or number of units is mentioned. To redeem all units, shade against the circle provided for the purpose. If the redemption request specifies both amount and units for redemption, the latter would be processed.
3. Redemption payout would be made only to the sole/first unit holder.
4. Redemption will be processed only for such (part or whole) holdings for which purchase proceeds have been realised.
5. If the balance in the scheme/ plan/ option after taking into account the redemption is below the minimum balance required, the AMC reserves the right to redeem the balance amount/ units outstanding, subject to provisions in SID.
6. Any unregistered bank account or a new bank account forming part of redemption request shall be liable to be rejected. 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 to process the redemption request to the currently registered default old bank account.

F. 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.
2. 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. If the PoA is not submitted with the application, the application form will be rejected.
6. 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.

G. DEDUCTION OF TRANSACTION CHARGE FOR INVESTMENTS THROUGH EMPANELLED DISTRIBUTORS OF THE FUND:

With effect from April 01, 2024, no transaction charges will be deducted from the investment amount for transactions/applications received through distributors (i.e. under Regular Plan) and full subscription amount will be invested in the Schemes, subject to the statutory levies.

H. EMPLOYEE UNIQUE IDENTIFICATION NUMBER (EUIIN):

As per SEBI Circular No. CIR/IMD/DF/21/2012 dated September 13, 2012 and AMFI Guidelines on implementation of EUIIN, it is mandatory to state the Employee Unique Identification Number (EUIIN) 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 EUIIN 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/ EUIIN in the application form and also provide signature(s) in the signature pane appearing just below the confirmation/declaration.** The mentioning of the EUIIN shall assist the AMC to tackle the problem of mis-selling by the distributors/its employees/ relationship manager/ sales person.

STAY CONNECTED WITH US

Give a missed call from your registered mobile number on **08010421326** and get an Account Statement via SMS.

 <p>Call Centre Telephone: 022 67483333 Toll Free number: 1800 200 2268 / 1800 572 2268</p>	 <p>Email ID investorcare@unionmf.com</p>	 <p>Online Chatbot</p>
	 <p>Website www.unionmf.com</p>	 <p>WhatsApp 93214 03687</p>

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

Computer Age Management Services Ltd.,

Unit: Union Mutual Fund

Rayala Tower 2, 5th Floor, # 158 Anna Salai, Chennai - 600002.

Email: enq_uk@camsonline.com | **Website:** www.camsonline.com



Union Asset Management Company Pvt. Ltd.

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

Toll Free : 1800 200 2268/ 18005722268 | **Tel No. :** 022 67483333

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