

### UPDATION OF INVESTOR DETAILS

Dear Sir/Madam,

I / We request you to update the following details in your records.

Name (Mr. / Ms. / M/s.): \_\_\_\_\_

**Folio No:** \_\_\_\_\_ **Tel No. (Res)** \_\_\_\_\_ **(Off)** \_\_\_\_\_

**Mobile No:** \_\_\_\_\_ **E-mail ID:** \_\_\_\_\_

☐ **Change of Address for Non-KYC Folios:**

**\*\* Identity & Address Proof mandatory (List of required documents mentioned overleaf)**

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

Address 3: \_\_\_\_\_

Land Mark: \_\_\_\_\_ City: \_\_\_\_\_  
(if any)

State: \_\_\_\_\_ Country: \_\_\_\_\_ Pin Code: \_\_\_\_\_

☐ **Change of Bank Account Details:**

**## New & Old Bank proof mandatory (List of required documents mentioned overleaf)**

Bank Account No.: \_\_\_\_\_

A/C Type (please tick): Savings ☐ Current ☐ NRE ☐ NRO ☐ Others \_\_\_\_\_

Bank Name: \_\_\_\_\_ Branch Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

City: \_\_\_\_\_ Pin Code: \_\_\_\_\_ 9 Digit MICR No \_\_\_\_\_ IFSC \_\_\_\_\_

☐ **Know Your Client (KYC):**

Know Your Client (KYC) is mandatory with effect from 1<sup>st</sup> January, 2011 for all investments in Mutual Funds. I/We am/are herewith enclosing the copy of KYC acknowledgement issued by KRA for updation of records.

If you wish to update your PAN Number, please mention the PAN number/s in the space provided below and submit alongwith self attested PAN card copy:

1 <sup>st</sup> Unitholder PAN No. & KYC Status	2 <sup>nd</sup> Unitholder PAN No. & KYC Status	3 <sup>rd</sup> Unitholder PAN No. & KYC Status

**Signature/s (as per Mode of Holding in Folio):**

\_\_\_\_\_  
1<sup>st</sup> Unitholder / Guardian /  
Authorised Signatory

\_\_\_\_\_  
2<sup>nd</sup> Unitholder / Authorised Signatory

\_\_\_\_\_  
3<sup>rd</sup> Unitholder / Authorised Signatory

### **Documents required for Change of Address / Change of Bank Details**

#### **\*\* Change of Address:**

<b>Identity Proof:</b>
PAN card with Photograph (mandatory in respect of folios where PAN is registered)
Unique Identification Number (UID) / Passport / Voter ID / Driving License <b>OR</b>
Identity cards issued with Photo by: State / Central Government and its Depts, Statutory/ Regulatory Authorities, Scheduled Commercial Banks etc.
<b>Address Proof:</b>
Unique Identification Number (UID) / Passport / Voter ID / Driving License / Ration Card / Registered Lease or Sale Agreement of Residence <b>OR</b>
Utility bills like Telephone (land line), Electricity or Gas bill – Not more than 3 months old <b>OR</b>
Bank Passbook / Account Statement – Not more than 3 months old <b>OR</b>
Proof of Address issued by: State / Central Government and its Depts, Bank Managers of Scheduled Commercial Banks / Scheduled Co-Operative Bank / Multinational Foreign Banks.

Copies of the above documents should be self-attested and can be submitted along with the original documents at any of the branches of SBI MF / CAMS and the original document/s will be returned to investors after due verification and attestation. In case the original of any document is not produced for verification, then the copies can be attested by an authorized official of the Bank (Officer grade and above) clearly mentioning the name, designation & employee number with branch seal.

#### **## Change of Bank Details:**

"CANCELLED" original cheque leaf of the New as well as the Existing bank account (if any) currently registered with SBIMF under their respective folios (where the first unitholder/investor's name is printed on the face of the cheque) <b>OR</b>
An attested photocopy of the relevant page of his/her bank Pass Book (of the new bank account as well as that of the existing bank account) wherein the first unitholder/investor's name, bank a/c no and address is clearly legible.
In case of non-availability of either of the above mentioned document/s, such investors may submit a letter from their bank on its letterhead certifying the investors' bank account information (new & existing bank mandate) viz. account holders' name and address, bank account number, bank branch, account type, MICR & IFSC code. In case the old bank account is already closed, investors may submit duly stamped letter from such bank on its letter head, confirming the closure of the account with relevant account details.

Copies of the above documents can be submitted along with the original documents at any of the branches of SBI MF / CAMS and the original document/s will be returned to investors after due verification and attestation. In case the original of any document is not produced for verification, then the copies can be attested by an authorized official of the Bank (Officer grade and above) clearly mentioning the name, designation & employee number with branch seal.

**Note:** As per AMFI guidelines, only stand alone Change/Updation of Bank Mandate Request is acceptable i.e. investor cannot submit Redemption with Change/ Updation of Bank details request. Kindly submit the change of Bank mandate request (if any) at least 10 days prior to the date of redemption.