

NON-FINANCIAL TRANSACTION FORM

(Please read the instruction before filling up the form)



altiva SIF
—By Edelweiss Mutual Fund—

Sponsor: Edelweiss Financial Services Limited. Trustee Company: Edelweiss Trusteeship Company Limited. Investment Manager: Edelweiss Asset Management Limited. Edelweiss House, 10th Floor, Off C.S.T. Road, Kalina, Santacruz (E), Mumbai 400098, Maharashtra. Website: www.edelweissmf.com

Date:

1. MY DETAILS (Please provide the following details in full)

Folio Number

Name

2. I WISH TO CHANGE MY TAX STATUS

Status (Please ✓)

☐ NRI to RI

☐ RI to NRI

☐ Overseas address proof (Mandatory in case of RI to NRI)

☐ Change of Bank details to be mandatorily provided in Section 3

3. I WISH TO UPDATE/CHANGE MY BANK DETAILS

New Bank Details

Bank Name

Core Bank Account No.

Account Type

☐ Savings

☐ Current

☐ NRE

☐ NRO

☐ FCNR

☐ Other

Bank Address

City

Pin Code

IFSC Code (11 digit)

MICR Code (9 digit)

Documents attached

Old Bank proof :

☐ Cancelled Cheque

☐ Bank Passbook

☐ Bank Statement*

New Bank proof :

☐ Cancelled Cheque

☐ Bank Passbook

☐ Bank Statement

* If old bank proof not available, please provide "Change of bank without old bank proof" separately.

4. I WISH TO CHANGE MY MODE OF HOLDING (All joint holders should sign as per existing unit holding, even in case of any one or survivor)

New Mode of Holding (Please ✓)

☐ Any one or Survivor

☐ Joint Holding

5. REVALIDATION / REISSUE OF DIVIDEND / REDEMPTION CHEQUE

I/We are in receipt of Redemption / Dividend warrant as below:

Cheque No.

Cheque Date

Cheque Amount

I / We are herewith enclosing the warrant as I / We could not deposit the same due to the below reason:

☐ Bank account number incorrectly mentioned

☐ Bank account mentioned was inactive / closed

☐ Warrant validity period has expired

☐ Other

☐ I request to reissue the said warrant after necessary revalidation without change in bank Mandate.

☐ I request you to update the above new bank details and make payment in new bank through NEFT/RTGS.

(**NOTE: COB should be mandatorily filled to facilitate NEFT/RTGS)

6. POA (POWER OF ATTORNEY) REGISTRATION DETAILS

Name of the POA holder

PAN of the POA holder

Attached

☐ KYC Copy (Mandatory)

☐ Notarized copy of POA

☐ Copy of PAN of POA holder



NON - FINANCIAL TRANSACTION FORM [Acknowledgement copy (To be filled by investor)]

Folio Number

Date

Received from Mr./Ms./Mrs.

Stamp & Signature

☐ Change in bank details

☐ Registration of POA (Power of Attorney)

☐ Nominee Updation

☐ Change in Mode of holding

☐ Updation of PAN/KYC

☐ Change of broker code

☐ Change in IDCW option

☐ Revalidation of IDCW / Redemption

☐ Change my Tax Status

7. UPDATION OF PAN & KYC

PAN of Sole / First Applicant / Guardian	<input type="text"/>	<input type="checkbox"/> KYC Copy	<input type="checkbox"/> Self-attested copy of PAN
PAN of Second Applicant	<input type="text"/>	<input type="checkbox"/> KYC Copy	<input type="checkbox"/> Self-attested copy of PAN
PAN of Third Applicant	<input type="text"/>	<input type="checkbox"/> KYC Copy	<input type="checkbox"/> Self-attested copy of PAN

8. CHANGE OF RIA CODE

Scheme Name **EDELWEISS**

Name of RIA

RIA Code

Declaration: I / We wish to change the RIA Code and request Edelweiss Mutual Fund to update the RIA Code in my / our folio number/s mentioned above. I / We understand that if any mandatory details are not mentioned the request will be liable to be rejected. I / We hereby give you / our consent to share provide the transactions data feed in respect of my / our investments to the above mentioned RIA Code.

9. DECLARATION & SIGNATURES (To be signed as per the existing mode of holding)

I / We have read and understood the content of Non-Financial Transaction form. I / We understand that my / our application form is liable to be rejected if is not filled as per the directions provided herein and in case the correct and complete supporting documents are not provided by me / us.

In case of Joint Holding, all unit holders must sign this Form. In case of non-individual unit holders, to be signed by AUTHORISED SIGNATORIES.

Investor Details	1st holder	2nd Holder	3rd Holder
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date:

Place



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DOCUMENTS LIST

1. Change of Bank Details:

- a. Request Form/ "Form for Registering/Adding multiple Bank Account details" completed & signed by all holder(s) as per holding basis
- b. New Bank Proof
Original cancelled cheque copy from the investor with his/her name printed on it. OR Attested letter from the bank on the original letter head.
OR Self-attested copy of latest bank statement or bank passbook with current entries not older than 3 months
- c. Old Bank Proof
(Documents same as new bank proof). (In case the bank account is already closed, a duly signed and stamped original letter from the concerned bank on the official letter head, confirming the closure of the said account may be submitted in lieu of the cancelled cheque.)
- d. PAN Card (Mandatory if not updated earlier)
- e. KYC Procedure – if not completed
Online Process: NA on Edelweiss MF platforms. Available in MF Central

2. Updation of PAN/KYC details

- a. Request form
- b. Copy of PAN card

3. Reissue/Revalidation of Dividend/Redemption cheque

- a. Request form filled & signed as per mode of holding
- b. New bank proof
Any one of Original cancelled cheque copy from the investor with his/her name printed on it. OR Attested letter from the bank on the original letter head. OR Self-attested copy of latest bank statement or bank passbook with current entries not older than 3 months
- c. Old bank proof
Original cancelled copy of cheque from the investor with his/her name printed on it. OR Attested letter from the bank on the original letter head.
OR Self-attested copy of latest bank statement or bank passbook with current entries not older than 3 months OR
In case bank account is closed, a duly signed & stamped original letter from bank on the letter head of the bank, confirming closure of said account.

4. Updation of Power of Attorney (POA)

A. For Individuals

- a. Request Form/ "Form for POA updation" signed as per mode of holding and POA
- b. Notarized copy of POA agreement
- c. Copy of PAN of POA
- d. KYC of POA holder
- e. Email ID and mobile no. of POA

B. For Non-Individuals

- a. Request Form/ "Form for POA updation" signed as per mode of holding and POA
- b. Notarized copy of POA agreement
- c. Board Resolution/Authorized signatory list
- d. Copy of PAN and KYC of POA holder
- e. Email ID and mobile no. of POA

5. Change in Tax Status (NRI to RI/ RI to NRI)

- a. Request Form/ "Form for Change in Tax Status" signed as per mode of holding.
- b. New Bank Proof
Original cancelled cheque copy from the investor with his/her name printed on it. OR Attested letter from the bank on the original letter head. OR Self-attested copy of latest bank statement or bank passbook with current entries not older than 3 months
- c. Old Bank Proof
(Documents same as new bank proof). (In case the bank account is already closed, a duly signed and stamped original letter from the concerned bank on the official letter head, confirming the closure of the said account may be submitted in lieu of the cancelled cheque.)
- d. Overseas address proof (Mandatory in case of RI to NRI)
- e. PAN Card (Mandatory if not updated earlier)
- f. Updated KYC
- g. Updated FATCA
- h. Updated email and mobile number

6. Change in Registered Investment Advisor (RIA) Code.

- a. Request Form for change in "Registered Investment Advisor (RIA) Code" signed as per mode of holding.
- b. Please Note : ARN to RIA / ARN to Direct or vice-versa is not applicable.

7. Change in Mode of Holding

- a. Request Form/ "Form for Change in Mode of Holding" to be signed by all holders irrespective of mode of holding