

# **BNP PARIBAS FIXED TERM FUND - SERIES 25 A**

(A 386 days close ended debt oriented income scheme with no assured returns)

Offer of Units ₹ 10 each for cash during the New Fund Offer Period

New Fund Offer Opens on: March 08, 2013

New Fund Offer Closes on: March 12, 2013

Name of Mutual Fund **BNP Paribas Mutual Fund** 

Name of Asset Management Company BNP Paribas Asset Management India Private Limited

Name of Trustee Company

BNP Paribas Trustee India Private Limited

Addresses of the entities

BNP Paribas House, 1 North Avenue, Maker Maxity, Bandra Kurla Complex, Bandra East, Mumbai - 400 057

Website of the entity www.bnpparibasmf.in

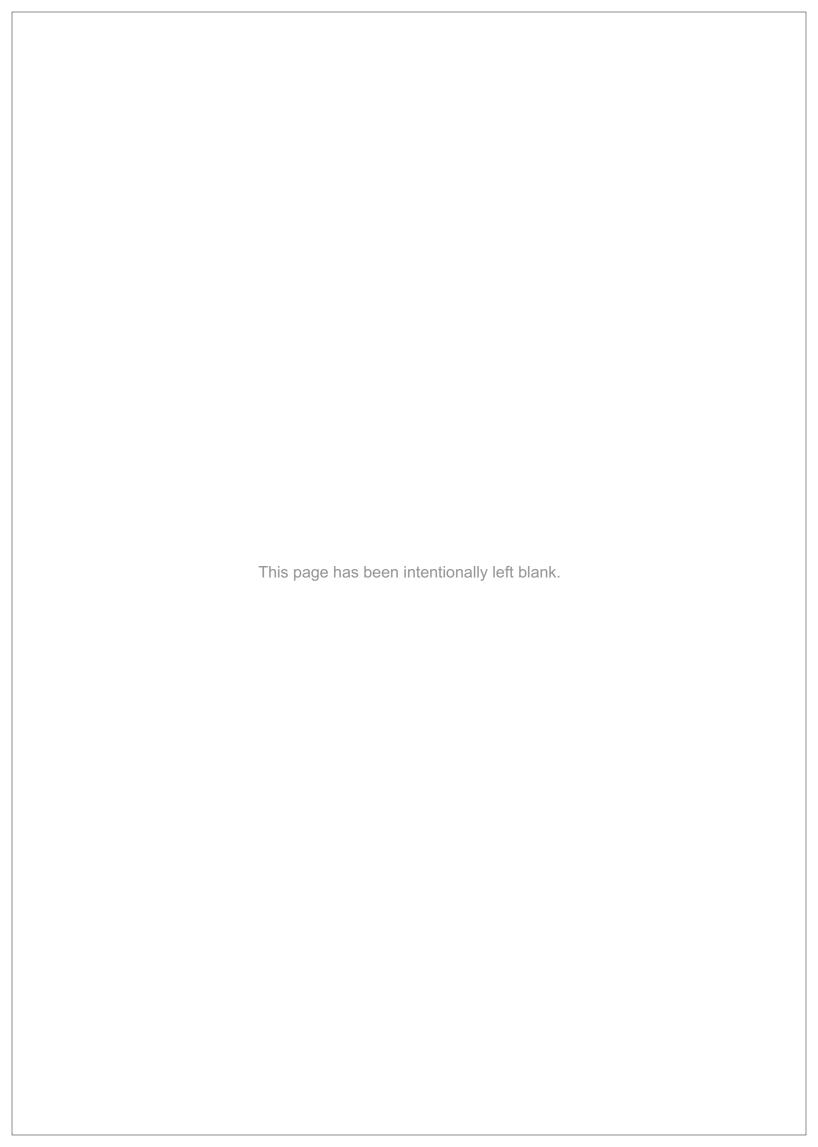
This Key Information Memorandum (KIM) sets forth the information, which a prospective investor ought to know before investing. For further details of the scheme/Mutual Fund, due diligence certificate by the AMC, Key Personnel, investors' rights & services, risk factors, penalties & pending litigations etc. investors should, before investment, refer to the Scheme Information Document and Statement of Additional Information available free of cost at any of the Investor Service Centres or distributors or from the website www.bnpparibasmf.in

The Scheme particulars have been prepared in accordance with Securities and Exchange Board of India (Mutual Funds) Regulations 1996, as amended till date, and filed with Securities and Exchange Board of India (SEBI). The units being offered for public subscription have not been approved or disapproved by SEBI, nor has SEBI certified the accuracy or adequacy of this KIM.

As required, a copy of this Scheme Information Document (SID) has been submitted to National Stock Exchange of India Limited (hereinafter referred to as NSE). NSE has given vide its letter no NSE/LIST/189440-Q dated December 19, 2012 permission to the Mutual Fund to use the Exchange's name in this SID as the stock exchange on which the Mutual Fund's units are proposed to be listed subject to, the Mutual Fund fulfilling the various criteria for listing. The Exchange has scrutinized this SID for its limited internal purpose of deciding on the matter of granting the aforesaid permission to the Mutual Fund. It is to be distinctly understood that the aforesaid permission given by the NSE should not in any way be deemed or construed that the SID has been cleared or approved by NSE; nor does it in any manner warrant, certify or endorse the correctness or completeness of any of the contents of this SID; nor does it warrant that the Mutual Fund's units will be listed or will continue to be listed on the Exchange; nor does it take any responsibility for the financial or other soundness of the Mutual Fund, its sponsors, its management or any scheme of the Mutual Fund.

Every person who desires to apply for or otherwise acquire any units of the Mutual Fund may do so pursuant to independent inquiry, investigation and analysis and shall not have any claim against the Exchange whatsoever by reason of any loss which may be suffered by such person consequent to or in connection with such subscription/acquisition whether by reason, of anything stated or omitted to be stated herein or any other reason whatsoever.

This KIM is dated February 25, 2013.





### **Investment Objective**

The investment objective of the scheme seeks to achieve growth of capital through investments made in a basket of fixed income securities maturing on or before the maturity of the scheme.

However, there can be no assurance that the investment objective of the Scheme launched hereunder will be realized. The Scheme launched hereunder does not guarantee/indicate any returns.

# Asset allocation pattern & investment strategies

Under normal circumstances, the asset allocation under the Scheme shall be as follows:

Instruments		allocations al assets)	Risk Profile
	Minimum	Maximum	High/Medium/Low
Debt Instruments	60	100	Low-Medium
Money Market Instruments	0	40	Low-Medium

The cumulative gross exposure through debt instruments, money market instruments and derivative positions will not exceed 100% of the net assets of the scheme. It may be noted that cash or cash equivalents with residual maturity of less than 91 days may be treated as not creating any exposure. An internal limit upto 30% has been set for investments in debt derivatives. The Scheme does not intend to invest in foreign securities. The Scheme will not invest in equity and equity related securities and securitised debt including foreign securitised debt. The scheme will not indulge in short selling and securities lending and borrowing.

#### Investment strategies:

The Scheme will follow a passive investment strategy. The Scheme will invest in fixed income securities with a view to hold them till maturity. To that effect the Scheme will follow a buy and hold strategy. The AMC aims to identify securities, which offer superior levels of yield at lower levels of risks. With the aim of controlling risks, analysis of macroeconomic fundamentals such as growth, inflation, exchange rates, liquidity, etc along with an in-depth credit evaluation of the securities proposed to be invested in will be carried out by the investment team of the AMC.

This being a fixed term fund, under normal circumstances, the need to rebalance will be minimal once the initial investments have been made.

# Where will the scheme invest?

Subject to SEBI Regulations, the corpus of the Scheme can be invested in any (but not exclusively) of the following securities:

- Debt & money market instruments including bonds, debentures, treasury bills, commercial paper of public sector undertakings and private sector corporate entities, reverse repurchase agreements in government securities and treasury bills (but not in corporate bonds), certificate of deposit of scheduled commercial banks and development financial institutions, bills of exchange / promissory notes of corporate entities, government securities, units of mutual funds as may be permitted by SEBI / RBI.
- Debt instruments of the Government of India, state and local governments, government agencies, statutory bodies, public sector undertakings, scheduled commercial banks, nonbanking finance companies, development financial institutions, corporate entities & trusts.
- Debt derivative instruments like Interest Rate Swaps, Forward Rate Agreements and such other derivative instruments permitted by SEBI/RBI.
- Any other like instruments as may be permitted by RBI / SEBI / such other regulatory authority from time to time.

# Credit evaluation policy for the investments in debt securities

Credit quality analysed on the assumption that instruments will be held to maturity. The credit evaluation is guided with the credit policy of the AMC in which the external credit rating and the size of the company play an integral role.



# List of sectors where scheme will not be investing

The Scheme shall not invest in debt instruments issued by companies in the constructions, real estate, gems & jewellery, micro finance institutions, hotels, shipping, telecommunication, airlines, biotechnology and refractories and ceramics. Depending up on the changes in the investment environment, the AMC may consider other sectors / companies for applying such restrictions from time to time.

#### Type of instruments in which the scheme propose to invest

As stated above.

# Intended portfolio allocation

The floors and ceilings within a range of 5% of the intended allocation (%) against each sub asset class/credit rating shall be.

Credit Rating / Instruments	A1+	A1	A2+	A2	Not Applicable
CDs	95 - 100%	-	-	-	-
CPs	-	-	-	-	-
NCDs	-	-	-	-	-
CBLO / Treasury Bills	-	-	-	-	0 - 5%

#### Notes:

- 1. Securities with rating A and AA shall include A+ and A- & AA+ and AA- respectively. Similarly, securities with A1 shall include A1+.
- 2. There can be positive variation in the range in investment towards higher credit rating in the same instrument.
- 3. In case of non availability of and taking into account the risk-reward analysis of CPs, NCDs; the scheme may invest in CBLOs and CDs having highest credit rating (i.e. A1+ or equivalent) or government securities or treasury bills. Such deviation may continue, if suitable NCDs/CPs of desired credit quality are not available.
- 4. At the time of building up the portfolio post NFO and towards the maturity of the scheme, there may be a higher allocation to cash and cash equivalent.
- 5. All investment shall be made based on the rating prevalent at the time of investment. However, in case of an instrument having dual ratings, the most conservative publicly available rating would be considered.
- 6. In the event of any deviations from the floor and ceiling of credit ratings specified for any instrument, other than by reason of downgrade or default, the AMC will seek to rebalance within 30 days from the date of the said deviation.
- 7. There will not be any variation between the intended portfolio allocation and the final portfolio allocation except as stated in points 2, 3, 4 & 6 above

### Risk Profile of the Scheme

Mutual Fund units involve investment risks including the possible loss of principal. Please read the SID carefully for details on risk factors before investment. Scheme specific risk factors are summarized below:

Scheme Specific Risk Factors:

- 1. Risks associated with investing in fixed income securities:
- a) Credit and Counterparty risk: Credit risk or default risk refers to the risk that an issuer of a fixed income security may default (i.e., will be unable to make timely principal and interest payments on the security or honor its contractual obligations). Counterparty risk refers to the counterparty's inability to honor its commitments (payment, delivery, repayment, etc.) and to risk of default. This risk relates to the quality of the counterparty on which the scheme has exposures. Losses can occur in particular for the settlement/delivery of financial instruments or the conclusion of financial derivatives contracts.
- **b) Interest Rate Risk:** The value of an investment may be affected by interest rate fluctuations. Interest rates may be influenced by several elements or events, such as monetary policy, the discount rate, inflation, etc.



- c) Re-investment Risk: The investments made by the scheme are subject to reinvestment risk. This risk refers to the interest rate levels at which cash flows received from the securities in the scheme are reinvested. The additional income from reinvestment is the "interest on interest" component. The risk is that the rate at which interim cash flows can be reinvested may be lower than that originally assumed. There have been times in the past, when settlements have been unable to keep pace with the volume of securities transactions, making it difficult to conduct further transactions. Delays or other problems in settlement of transactions could result in temporary periods when the assets of the Scheme are not invested and no return is earned thereon.
- d) Liquidity Risk: The liquidity of the scheme's investment is inherently restricted by trading volumes in the securities in which the scheme invests. A lower level of liquidity affecting an individual security or derivative or an entire market at the same time, may have an adverse bearing on the value of the scheme's assets. More importantly, this may affect the scheme's ability to sell particular securities and derivatives quickly enough to minimise impact cost, as and when necessary to meet requirements of liquidity or to sell securities in response to triggers such as a specific economic/corporate event. Trading volumes, settlement periods and transfer procedures may restrict the liquidity of a few or all of the investments and may affect the liquidity of the investments of the scheme.
- e) Market Risk: All mutual funds and securities investments are subject to market risk and there can be no assurance / guarantee that the scheme's objectives will be achieved. The securities that the scheme invests in would be exposed to price changes on a day-to-day basis. These price changes may occur due to instrument-specific factors as well as general macroeconomic conditions. Markets are volatile and can decline significantly in response to adverse issuer, political, regulatory, market, or economic developments. The scheme may be subject to price volatility due to factors such as interest sensitivity, market perception, and creditworthiness of issuer and market liquidity. Different parts of the market can react differently to these developments. The value of an individual security or particular type of security can be more volatile than the market as a whole and can perform differently from the value of the market as a whole.
- f) Concentration Risk: The scheme may pursue only a limited degree of diversification. It may invest a greater proportion of assets in the securities of very few issuers (within the limits permitted by regulation) or be concentrated on a few market sectors. This could have implications for the performance of the scheme. The scheme may be more sensitive to economic, business, political or other changes and this may lead to sizeable fluctuation in the Net Asset Value of the scheme.

# 2. Risk associated with derivatives:

The scheme may use various derivative instruments and techniques, permitted within SEBI Regulations from time to time only for portfolio balancing and hedging purpose, which may increase the volatility of scheme's performance. Usage of derivatives will expose the Fund to certain risks inherent to such derivatives. The fund will use derivatives instruments only for portfolio balancing and hedging purpose.

Derivative products are specialized instruments and can provide disproportionate gains as well as disproportionate losses to the investor. Execution of such strategies depends upon the ability of the fund manager to identify such opportunities. Identification and execution of the strategies to be pursued by the fund manager involve uncertainty and decision of fund manager may not always be profitable. No assurance can be given that the fund manager will always be able to execute such strategies profitably.

The risks associated with the use of derivatives are different from or possibly greater than, the risks associated with investing directly in securities and other traditional investments.

#### 3. Other Risks:

- 1. **Risk associated with inflation:** Over time, yields of short-term investments may not keep pace with inflation, leading to a reduction in an investment's purchasing power.
- 2. **Legal Risk:** The scheme may be affected by the actions of government and regulatory bodies. Legislation could be imposed retrospectively or may be issued in the form of internal regulations which the public may not be aware of. Legislation (including legislation relating to tax) or regulation may be introduced which inhibits the scheme



from pursuing their strategies or which renders an existing strategy less profitable than anticipated. Such actions may take any form, for example nationalization of any institution or restrictions on investment strategies in any given market sector or changing requirements and imposed without prior warning by any regulator.

- 3. **Risk associated with listing of units:** Listing of the units of the scheme does not necessarily guarantee their liquidity and there can be no assurance that an active secondary market for the units will develop or be maintained. Consequently, the scheme may quote below its face value / NAV.
- 4. **Taxation Risk:** The value of an investment may be affected by the application of tax laws, including withholding tax, or changes in government or economic or monetary policy from time to time. As such, no guarantee can be given that the financial objectives will actually be achieved. The tax information described in this Scheme Information Document is as available under the prevailing taxation laws and could be changed at any moment by regulation. Further, there can be no guarantee that the tax position or the proposed tax position prevailing at the time of an investment in the scheme will endure indefinitely.
- 5. **Valuation Risk:** This risk relates to the fact that markets, in specific situations and due to lack of volumes of transactions, do not enable an accurate assessment of the fair value of invested assets. In such cases, valuation risk represents the possibility that, when a financial instrument matures or is sold in the market, the amount received is less than anticipated, incurring a loss to the portfolio and therefore impacting negatively the NAV of the scheme.

#### Risk Control Measures:

Since investing requires disciplined risk management, the AMC would endeavour to incorporate adequate safeguards for controlling risks in the portfolio construction process. A credit evaluation of each investment opportunity will be undertaken to manage credit risk. The AMC will utilise ratings of recognised rating agencies as an input in the decision making process. The fund manager shall follow the asset allocation pattern in SID under normal circumstances and residual cash may be invested in the collateralised borrowing & lending obligations (CBLO) / repo market, which seeks to ensure liquidity in the scheme under normal circumstances. There can however be no guarantee against liquidity issues within the scheme.

The AMC may also implement certain internal control procedures / risk & exposure limits etc. for controlling risks which may be varied from time to time.

The scheme may utilise derivative instruments for hedging & portfolio balancing purposes. All Interest Rate Swaps will be undertaken with approved counter parties under pre approved International Swaps and Derivatives Association (ISDA) agreements. The scheme may also use various derivatives and hedging products from time to time, as would be available and permitted by SEBI/RBI for the purpose of hedging and portfolio rebalancing.

The above risk control measures shall be implemented by the AMC on best effort basis however there can be no guarantee that such measures can completely mitigate the risks involved in scheme.

# Options

The Scheme offers following two plans:

- BNP Paribas Fixed Term Fund Series 25 A
- BNP Paribas Fixed Term Fund Series 25 A Direct Plan

Each plan has the following options:

- Growth Option
- Dividend Option (Calendar Quarterly, Yearly and Dividend on Maturity Option)



	The Dividend option offers only dividend payout facility. There shall be a single portfolio under the scheme. The switches between plans and options shall not be permitted since the scheme is closed ended in nature.
Applicable NAV (after the scheme opens for repurchase and sale)	Units cannot be subscribed after the closure of NFO and will be redeemed only at the time of maturity at the applicable NAV. However the Units can be traded on the Stock Exchange post listing. Since the Scheme is close-ended, switch-out facility is not available subsequent to NFO period. This provision would be applicable to intra-scheme switches also.
Minimum Application Amount/ Number of Units	Purchase - Minimum ₹ 5000 & in multiples of ₹ 10/- Additional Purchase - Not applicable Repurchase - Not applicable
Despatch of Repurchase (Redemption) Request	As the scheme is being listed, investors will not be able to redeem their units during the tenor of the scheme and there will be redemption by the fund only on the maturity of the scheme. The maturity proceeds shall be dispatched to the unit holders within 10 working days from the date of maturity of the scheme.  However, under normal circumstances, the Mutual Fund will endeavour to despatch the maturity proceeds within 3 Business Days from the date of maturity of the scheme.
Benchmark Index	CRISIL Short Term Bond Fund Index
Dividend Policy	Dividend declaration shall be in line with provisions mentioned in SEBI Circular IMD/Cir. No. 1/64057/06 dated April 4, 2006 read with further clarifications issued from time to time. Dividend shall be paid, subject to availability of distributable surplus in the scheme. The Trustees reserves the right to declare dividend in addition to the frequency specified.
Name of the Fund Manager	Mr. Puneet Pal
Name of the Trustee Company	BNP Paribas Trustee India Private Limited
Performance of the Scheme	This scheme is a new scheme and does not have any performance track record.
Expenses of the Scheme	Load Structure
	New Fund Offer Period - entry load& exit load: nil
	Continuous Offer - entry load & exit load - not applicable.
	Recurring expenses
	First ₹ 100 crore of the average weekly net assets: 2.25%
	Next₹300 crore of the average weekly net assets: 2.00%
	Next₹300 crore of the average weekly net assets: 1.75%
	Balance: 1.50%
	For the actual current expenses being charged, the investor should refer to the SID or the website of the mutual fund www.bnpparibasmf.in
	Actual expenses for the previous financial year: Not applicable since new scheme.
Waiver of load for direct applications	In accordance with the requirements specified by the SEBI circular no. SEBI / IMD/CIR No. 4 / 168230 / 09 dated June 30, 2009 no entry load will be charged for purchase / additional purchase / switch-in accepted by the Fund. Hence provision for waiver of load for direct application is not applicable.
Transaction charges	Pursuant to SEBI Circular No. Cir/ IMD/ DF/13/ 2011 dated August 22, 2011, the AMC/the Fund shall deduct transaction charges as per the following details from the subscription amount. The amount so deducted shall be paid to the distributor/agent of the investor (in case they have "opted in") and the balance shall be invested. In accordance with SEBI circular no. CIR/IMD/DF/21/2012 dated September 13, 2012, the distributors shall have an option either to opt in or opt out of levying transaction charge based on type of the product.



1. First time investor in Mutual Fund (across all the Mutual Funds): Transaction charge of ₹150/- for subscription of ₹10,000 and above shall be deducted. 2. Existing investor in Mutual Funds (across all the Mutual Funds): Transaction charge of ₹100/- per subscription of ₹10,000 and above shall be deducted. 3. Transaction charges shall not be deducted for: Purchases /subscriptions for an amount less than ₹ 10,000/-Transaction other than purchases/ subscriptions relating to new inflows such as Switch. Purchases/subscriptions made directly with the Fund (i.e. not through any distributor/agent). (iv) Transaction through stock exchange mechanism 4. The statement of account shall reflect the net investment as gross subscription less transaction charge and the number of units allotted against the net investment. 5. As per SEBI circular no. SEBI/ IMD/ CIR No. 4/ 168230/09 dated June 30, 2009, the upfront commission to distributors shall be paid by the investor directly to the distributor by a separate cheque based on the investor's assessment of various factors including service rendered by the distributor. Tax treatment for the investors Investor will be advised to refer to the details in the Statement of Additional Information and (Unitholders) also independently refer to his tax advisor. Daily Net Asset Value (NAV) Publication The AMC will disclose the first NAV of the Scheme not later than 5 business days from the date of allotment of the Scheme. The Mutual Fund shall declare the Net asset value of the scheme on every business day on AMFI's website www.amfiindia.com by 9.00 p.m. and also on their website www.bnpparibasmf.in. In case of any delay, the reasons for such delay shall be explained to AMFI and number of such instances shall be reported to SEBI on bi-monthly basis. If the NAVs are not available before the commencement of the following day due to any reason, the Mutual Fund shall issue a press release providing reasons and explaining when the Mutual Fund shall be able to publish the NAVs. The NAV shall be calculated on a daily basis and published at least in two daily newspapers having circulation all over India. Since the Scheme is proposed to be listed on a recognized Stock Exchange, the listed price shall also be available on that Stock Exchange but the listed price may vary from the published NAV of the scheme on any business day. The Mutual Fund/AMC and its empanelled brokers/distributors has not given and shall not give any indicative portfolio and indicative yield in any communication or in any manner whatsoever. Investors are advised not to rely on any such communication regarding indicative yield/portfolio with regard to the Scheme. For Investor Grievances please contact Name and Address of Registrar: Sundaram BNP Paribas Fund Services Limited Unit: BNP Paribas Mutual Fund, Central Processing Center, RR Towers II, III Floor, Thiru Vi Ka Industrial Estate, Guindy, Chennai 600 032. SEBI Registration Number: INR000004066 Name, address, telephone number, fax number, e-mail id of investor relation officer: Mr. Amit Borkar BNP Paribas Asset Management India Private Limited BNP Paribas House, 1 North Avenue, Maker Maxity, Bandra Kurla Complex, Bandra East, Mumbai - 400 057 Phone: 022 - 3370 4000 Fax: 022 - 33704244

E-mail: customer.care@bnpparibasmf.in



Unitholders' Information	AMC shall send confirmation regarding allotment of units specifying the number of units allotted to the applicant by way of email and/or SMS's to the applicant's registered email address and/or mobile number as soon as possible but not later than five working days from the date of closure of the new fund offer period and / or from date of receipt of the request from the unit holder. The AMC shall issue a Consolidated Account Statement (CAS) for each calendar month on or before tenth day of succeeding month detailing all the transactions and holding at the end of the month including transaction charges paid to the distributor, across all the schemes of all mutual funds in whose folios transaction has taken place during that month. CAS is a statement reflecting holdings / transactions across all the mutual funds by the investor. CAS shall not be issued to the investor who has not updated their Permanent Account Number (PAN) in their respective folios. The unit holders shall ensure that the PAN details are updated in all their folio(s).
	The AMC shall disclose portfolio (along with ISIN) as on the last day of the month for all the schemes on its website on or before the tenth day of the succeeding month. The AMC shall also publish complete statement of scheme portfolio within one month from the close of each half year (that is on 31st March and on 30th September) in atleast one English daily newspaper having nationwide circulation and in a newspaper having wide circulation published in the language of the region where the Head Office of the mutual fund is situated.
	SEBI Circular No. Cir/ IMD/ DF/16/ 2011 dated September 8, 2011 shall be complied with in order to bring cost effectiveness in printing and dispatching the annual reports or abridged summary thereof.
Listing	The Fund intends to list BNP Paribas Fixed Term Fund - Series 25 A on National Stock Exchange of India Ltd. The units will be listed and available for trading through the Stock Exchange within 5 business days of allotment.
Delisting	The units of a mutual fund scheme may be delisted from a recognised stock exchange in accordance with the guidelines as may be specified by the SEBI from time to time.
Dematerialization	The Unit holders are given an Option to hold the units by way of an account statement or in Dematerialized ('demat') form. Unit holders opting to hold the units in demat form must provide their demat Account details in the specified section of the application form.
	The Unit holder intending to hold the units in Demat form are required to have a beneficiary account with the Depository Participant (DP) (registered with NSDL / CDSL) and will be required to indicate in the application the DP's name, DP ID Number and the beneficiary account number of the applicant with the DP. The AMC intends to register with NSDL & CDSL.
	In case Unit holders do not provide their demat Account details, an Account Statement shall be sent to them. Such investors will not be able to trade on the stock exchange till the holdings are converted in to demat form.
Conversion of mutual fund units represented by Statement of Accounts (SoA) into dematerialised form	In case, a unit holder intends to convert units from physical form represented by SoA to Demat form, the AMC shall issue units in dematerialized form to a unit holder within two working days of the receipt of such request from the unit holder. Please refer to SID for the process for such conversion by unit holders having beneficiary account with DP Registered with NSDL/ CDSL.
Application Supported by Blocked Amount or ASBA	ASBA is an application containing an authorization to a Self Certified Syndicate Bank (SCSB) to block the application money in the bank account maintained with the SCSB, for subscribing to an issue. Investors wish to apply through ASBA facility may approach Self Certified Syndicate Banks (SCSBs) authorized by SEBI for this purpose. Please visit the website www.sebi.gov.in for further details on ASBA. Presently, ASBA facility is available for investors holding demat account.
	ASBA Applicants shall submit an ASBA Application Form to the SCSB authorizing blocking of funds that are available in the bank account specified in the ASBA Application Form only. The acknowledgement for receiving the application by the designated Branches of the SCSBs does not guarantee that the Mutual Fund units shall be allotted either by the SCSB or the Mutual Fund. The Application shall be further processed by the Registrar & Transfer agent appointed by the Mutual Fund and units shall be allotted after deducting the blocked



amount, only if the application is complete in all respect to the Mutual Fund/Registrar & Transfer Agent. The ASBA Applicant's shall specify the bank account number in the ASBA Application Form and the SCSB shall block an amount equivalent to the Application Amount in the bank account specified in the ASBA Application Form. The SCSB shall keep the Application Amount in the relevant bank account blocked until withdrawal/ rejection of the ASBA Application or receipt of instructions from the Registrar to unblock the Application Amount. In the event of withdrawal or rejection of the ASBA Application Form or for unsuccessful ASBA Application Forms, the Registrar shall give instructions to the SCSB to unblock the application money in the relevant bank account. The Application Amount shall remain blocked in the ASBA Account until scrutiny of the documents by the registrar of the Mutual Fund and consequent transfer of the Application Amount to the Account of the Mutual Fund, or until withdrawal/ failure of the NFO or until rejection of the ASBA application, as the case may be. The SCSB shall submit the ASBA form to the RTA / AMC for records.

Applicants applying through the ASBA process should carefully read the provisions applicable to such applications before making their application through the ASBA process. Notwithstanding any of the above conditions, any application may be accepted or rejected at the sole and absolute discretion of the Trustee.

In accordance with the requirements specified by the SEBI circular no. SEBI/ IMD/ CIR No. 4/ 168230/09 dated June 30, 2009 no entry load will be charged for purchase/additional purchase/ switch-in accepted by the Fund with effect from August 01, 2009.

The upfront commission on investment made by the investor, if any, shall be paid to the ARN Holder directly by the investor, based on the investor's assessment of various factors including service rendered by the ARN Holder. The exit load charged, if any shall be credited to the scheme. Presently, the Scheme does not intend to charge any exit load.

N.B. Data and information shall be up-to-date but in no case older than 30 days from the date of KIM.



**BNP Paribas Fixed Term Fund - Series 25 A** (A 386 days close ended debt oriented income scheme with no assured returns)

App. No.

DISTRIBUTOR / BROKER / SCSB INFORMATION Name and AMFI Reg. No.	ON To treat this application as "DIRECT" ple Sub Agent's Name and AMFI Reg. No.	ease do not leave the below Bank Serial No.	v fields blank [refer instruction 1(b)]  SBFS Serial No.
ARN-	ARN-	Balik Sellat NO.	SDFS SELIAL INU.
	Aut	Upfront commission shall b	e paid directly by the investor to the AMFI d on the investors' assessment of various rendered by the distributor.
<b>EUIN</b> "I/We hereby confirm that where the EUIN space has been le	oft blank by me/us, the transaction is an "execution		rendered by the distributor.
we nereby conjunitinat where the zony space has been to	Jeourne by meros, the transaction is an exceedion	Tonly transaction	
1. TRANSACTION CHARGES (Please ✓ any or	<u> </u>		15 d (7.100 d)
☐ I am a first time investor across all mutual fund as transaction charges for transaction of ₹ 10,00	00`and more) as trai	nsaction charges for trans	val funds (₹ 100 will be deducted action of ₹ 10,000 and more)
Please tick the appropriate box as applicable. Please tick the first	box only if you are a first time investor across all the	mutual funds in India.	
2. EXISTING UNITHOLDER INFORMATION (F	Please fill in your Folio No., Name, PAN & KYC	details in Section 2 & 3, an	d then proceed to Section 5)
<b>Folio No.</b> The details in our records under the Folio No. mentione	Unitholder's Name	ion	
The details in our records under the rollo No. Mentione	u above will only be considered for this applicat	1011.	
3. PAN & KYC DETAILS (Mandatory, as per SEBI	<u> </u>		Instruction 2bi & bii on page 14)
First / Sole Applicant		, , , .	confirmation proof confirmation proof confirmation proof confirmation proof confirmation proof confirmation proof
Second Applicant       Third Applicant		, ,	Confirmation proof
Guardian**	PAI	N card proof	Confirmation proof
PoA Holder		N card proof	confirmation proof
4 ADDI ICANITIC INFORMATION			
4. APPLICANT'S INFORMATION  Name of Sole / First Applicant (First / Middle / Last Nai	me) Title 🗌 Mr. 🗆 Ms. 🗆 M/s 🗆	Minor  Others	
			dotom for Minor
Date of Birth*    D   D		quired for First holder / Man Title 🔲 Mr. 🗆 Ms. 🗆 M/s	Others
Relationship		Data of Birth	
<u> </u>	Ir. Ms. Ms. Others		D   D   /   M   M   /   Y   Y   Y   Y
Name of Third Applicant Title $\square$ M	l	Date of Birth	
	Joint <sup>#</sup> ☐ Anyone or Survivor		nore than one applicant and not ticked)
Address for Correspondence (P.O. Box Address is not suff		( Dejault, III case uj I	note than one applicant and not ticked
City	Pin Code (Mandatory)	State	Extn.
Mobile	Tel. Resi.	Fax	EXIII.
E-Mail	Default mode of communica		(See Instruction 1g on page 13)
If you wish to receive all communication from Kindly ensure that the e-mail address and telephone nu			
☐ Invest online @ ☐ I/We would like to registe www.bnpparibasmf.in	r for online transaction facility. (Please use the I-	PIN Agreement form attached	in this doucment)
	. 🗌 Business 🗌 Housewife 🗌 Retired 🗌 Stud	dent 🗌 Agriculture 🔲 Othe	ers
Status of Sole/First Applicant (please ✓) ☐ Individual (IND) ☐ Firm (OTH) ☐ Trust (TRUST) ☐ Society/Club (SOCTY) ☐ Par			
Status of Second Applicant (please ✓) ☐ Individual (IND) ☐ Status of Third Applicant (please ✓) ☐ Individual (IND) ☐	NRI-Repatriation (NRI) NRI-Non Repatriation (NRI)	On behalf of Minor (MINOR)	Others (OTH) (please specify)
Overseas Address (Required for NRIs/FIIs applicants in a		, ,	Others (OTH) (please specify)
		icant	
5. UNITHOLDING OPTION: ■ Physical Mode ■ D			
DEMAT ACCOUNT DETAILS - (Please ensure that the sequence of Demat Account details are compulsory if demat mode is opted  National Depository participant Name			e
Securities	Depository		e
Depository Limited         DP ID No. Beneficiary Account No.	N Securities Limited	Farget ID No.	
Enclosure (Any one is Mandatory):	vestor Master (CIM) Demat Account S	tatement	
ACKNOWLEDGEMENT SLIP (To be filled in by	the Applicant)	App. No.	
Received from Mr./Ms/M/s.			
	NP Paribas Fixed Term Fund - Series 25 A		ISC Stamp, Date & Signature
along with Cheque / DD No	dated		
drawn on (Bank)	All purchases are subject to realisation of Che	oues / DD	

6.		RTED BY BLOCKED AMO		,	t instructions for ASBA facility should provid	e the filled ASBA Form duly :	stamn by SCSB
	SCSB DETAILS	timoogii Nobii raciiity (piece	.se • ) . 🗀 1es 🗀 110	THIVESON OSHIG NOBA	Jacinity should provid	e the fitted hobby form doty	starrip by Sess.
4	Bank A/c. No.				A/c. Type (please√	) □ Savings □ Curr ent□ NRE [	□NRO
ASBA	Bank Name where A/c is held						
4	Branch						
	City					Pin C ode	
		ocked (Amount to be blocked		•	ce)		
	(Rs. in figures)		(Rs. i	n words)NRI	Investors : Payment sh	nould be made through their	NRE Accounts.
7.	INVESTMENT & PAY	MENT DETAILS - Separat	te Cheque / DD / Fund Tr	ansfer instruction require	d for investment in each	Option (1	MANDATORY)
Scl	heme Name BN	P Paribas Fixed Term F	und - Series 25	A Plan			
	" ,	wth* Dividend Cale	ndar Quarterly Divide	end 🗌 Yearly Divide	nd 🗆 Divid	lend on Maturity*	
	vidend Mode (please ✓) vestment Amount ₹	☐ Payout	Cheque /			1	
		- / Damand Dueth / Fried Transf	DD No.	am./ (#	Dated	. <u>  D   D   /   M   M   /  </u>	<u> </u>
	ode of Payment Cheque awn on Bank	e / Demand Draft / Fund Transfo	er DD charges, if	any [₹			
וט	Branch			A/c. No.	1 1 1 1		
Ch		wn in favour of BNP Paribas Fixed	Term Fund - Series 25 A.	Please mention the Applic	ation No. on reverse of the	Cheque / DD. * Default Option /	Mode if not ticked.
		PAYMENT (As specified on	page 14)				
I hi PAi	ird Party Name			Relationship with a	nnlicant		
	C Acknowledgement attach	ned (Please Tick)		Retationship with a	ррисант		
9.	BANK ACCOUNT DE	TAILS (Mandatory, as per	SEBI Regulations)			(See Instruction 3	on page 15)
	c. No.			A/c. 1	ype (please ✔) 🗌 Sav	ings $\square$ Current $\square$ NRE $\square$ NRO $ $	☐ FCNR
	ank Name						nr Cheque No.
AC	ldress		City			Pin Code	<b>├</b>
Ві	ranch		City	ode l		This is a 9 Digit No. next to you	ur Cheque No.
R	TGS / IFSC Code		NEFT / IFS			■ IFSC code will be mentioned o	nyourcheque \(\frac{4}{5}\)
_		uts will be payable to the First Ap tion/ dividend proceed by chequ			ioned above via electronic	credit. leaf, else please contact your	bank branch.
	•		, ,	, —			
	. NOMINATION - MA We do not wish to nominate.	NDATORY, even if no i	ntention to nomi	nate		(See Instruction	5 on page 15)
		SIGNATURE(S)	First / Only Appliance				
			First / Sole Applicant		Second Applicant	Third Applic	ant
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	articulars	nstruction for Nomination, I / We here  Nominee 1		more particularly described  Nominee 2			
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BNP Paribas Asset Management India Private Limited

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Sundaram BNP Paribas Fund Services Limited

UNIT: BNP Paribas Mutual Fund Central Processing Center, RR Towers II, III Floor, Thiru Vi Ka Industrial Estate, Guindy, Chennai 600 032 Toll Free: 1800 102 2595

 $Email\ Id:\ cs.bnppmf@sundarambnpparibasfs.in$ 

#### **INSTRUCTIONS**

#### 1. General Information

a) The Application Form should be completed in ENGLISH in BLOCK LETTERS only. Please Tick ( ) in the appropriate box ( ), where boxes have been provided. Please refer to the Scheme Information Document and the Key Information Memorandum carefully before filling the Application Form. All applicants are deemed to have accepted the terms of the Scheme Information Document subject to which this offer is being made and bind themselves to such terms of the Scheme Information Document upon signing the Application Form and tendering the payment.

#### b) Directions to investors applying under all Schemes of the Fund directly

All existing/prospective investors are requested to note and follow the below-mentioned directions while applying for the units of the Schemes of BNP Paribas Mutual Fund to enable the AMC to treat them as direct applications:

- 1. In case of receipt of application form having broker code as blank space at the time of processing and allotting the units by the Registrars, AMC will consider such application as "Direct". However, the Investors are requested to fill the blank space with the words such as "Not Applicable" or "Direct" so as to ensure that their application is processed as direct. Alternatively, investors can also strike off the blank space in the broker code field.
- Incase, the Broker code is pre-printed on the application form, investors (any/all
  incase of joint holders) must strike-off the code & countersign before submitting the
  application form at the applicable collections centers / Official Points of Acceptance
  of Transaction, if investors requires change in the broker/direct status.
- 3. Investors must provide their full signatures for the changes on the pre-printed application forms. Investors are also informed that if the changes/ alterations carried out in the broker code are not accompanied with the full countersignature by the investor(s) on the said modification, the application will be processed with existing broker code details as recorded with the AMC. In case of multiple brokers preprinted on the transaction slip, the additional investment will be under "Direct", if the investor does not mention a specific broker.
- 4. The Registrar shall be diligent in effecting the received changes in the broker code within a reasonable period from the time of receipt of the written request from the investors at the designated Official Points of Acceptance of Transaction.
- 5. All Unitholders who have currently invested through channel distributors and intend to make their future investments through the Direct route, are advised to complete the procedural formalities prescribed by AMC from time to time.
- 6. The detailed list of all the Official Points of Acceptance of Transactions will be available on the AMC website from time to time. The application received shall be considered "Direct" if they are submitted at the designated Official Points of Acceptance of Transactions, as notified from time to time.

Investors should note that the AMC, the Trustee and the Mutual Fund should not be held liable for any claims in case the application forms are not completed in the manner stated as above.

#### c) Transaction Charges

Pursuant to SEBI Circular No. Cir/ IMD/ DF/13/ 2011 dated August 22, 2011, the AMC/the Fund shall deduct transaction charges as per the following details from the subscription amount. The amount so deducted shall be paid to the distributor/agent of the investor (in case they have "opted in" to receive the transaction charge) and the balance shall be invested. In accordance with SEBI circular no. CIR/IMD/DF/21/2012 dated September 13, 2012, the distributors shall have an option either to opt in or opt out of levying transaction charge based on type of the product.

- 1. First time investor in Mutual Fund (across all the Mutual Funds): Transaction charge of ₹ 150/- for subscription of ₹ 10,000 and above shall be deducted. First time investors for this purpose shall be mean an investor who invests for the first time ever in any mutual fund by way of lumpsum investment or systematic investment plan (SIP).
- Existing investor in Mutual Funds (across all the Mutual Funds): Transaction charge of ₹100/- per subscription of ₹10,000 and above shall be deducted.
- **3.** For SIP The transaction charges in case of investments through SIP shall be deducted only if the total commitment (i.e. amount per SIP installment x No. of installments) amounts to ₹ 10,000/- and above. The transaction charges shall be deducted in 3-4 installments.

## 4. Transaction charges shall not be deducted for:

- (i) Purchases /subscriptions for an amount less than ₹10,000/-
- (ii) Transaction other than purchases/ subscriptions relating to new inflows.
- (iii) Purchases/subscriptions made directly with the Fund (i.e. not through any distributor/agent).
- (iv) Transactions carried out through stock exchange mechanism.

# d) Applications under Power of Attorney/ Body Corporate/Registered Society / Trust / Partnership

In case of an application under a Power of Attorney, the application should be accompanied by an original Power of Attorney or by a duly notarised copy of the Power of Attorney. The Mutual Fund / Trustee / AMC reserves the right to reject the application forms not accompanied by a Power of Attorney. Further, the Mutual Fund / Trustee / AMC reserves the right to hold Redemption proceeds in case the requisite documents are not submitted.

 $\label{pre-pre-problem} \textit{Pre-requisites for registration of POA are as follows:}$ 

- POA document should contain the clause for empowering investment in units of Mutual Fund/ shares & securities and should bear signatures of Power of Attorney grantor & holder.
- A copy of PAN of POA holder is mandatory. The KYC compliance requirements are mandatory for both the POA issuer (i.e. Investor) and the Attorney (i.e. the holder of POA), both of whom should be KYC compliant in their independent capacity.
- 3. POA holder should not be a resident of United States of America and Canada.
- Further, in case an application has been signed by POA holder, and the POA documents are not valid for any of the reasons mentioned above, then the application shall be rejected.
- The Mutual Fund / Trustee / AMC reserve the right to reject the application at the applicable NAV as on the date of rejection of subscription without any load, in case

- of non submission of requisite documents w.r.t. POA registration as above.
- 6. The above POA process is also applicable for Partnership firm / Corporate / Trust.
- 7. For all communication, the address of the Investors shall be captured.

For applications by a company, body corporate, eligible institutions, registered society, trusts, partnership or other eligible non-individuals who apply in the Scheme should furnish a certified copy of resolution or authority to make the application as the case may be, a list of specimen signatures of the authorised officials, duly certified / attested and a certified copy of the Memorandum and Articles of Association and / or bye-laws and / or Trust Deed and / or Partnership Deed and certificate of registration or any other document as the case may be. In case of a trust / fund, it shall submit a certified true copy of the resolution from the trustee(s) authorising such Subscriptions and Redemptions. The authorised officials should sign the application under their official designation.

#### e) Fax Submission

Applications shall not be accepted on fax except switch request from other existing schemes. The provision applicable to switch out scheme shall apply.

#### f) Unitholding option

- Please fill up this section to indicate your preference of holding units in physical mode or dematerialized (demat) mode.
- 2. Please provide latest "Client Investor Master" or "Demat Account Statement" for opting units in demat form. If any of the document is not provided, the units by default will be allotted in physical mode.
- In case there is any mismatch in the information provided in the application form, the details appearing on Client Investor Master or Demat Account statement shall be considered.
- 4. In case units are held in demat form, the request for redemption or any other non-financial request shall be submitted directly to the depositories participant (DP) and not to the AMC/ RTA of the Fund. Further, investors will receive an account statement from their respective DPs and not from AMC / RTA of the Fund incase units are held in demat form.
- 5. Units will be credited in the demat account only based on fund realization.
- 6. The facility of availing the units in demat / remat form is available subject to such processes, operating guidelines and terms & conditions as may be prescribed by the DPs and the depositories from time to time.
- Incase details of more than one demat account are provided, the Fund may choose any one of the demat accounts for the purpose of verification and processing of application.
- 8. If demat details provided are not valid, allotment will be done in physical / statement of account mode.
- 9. In case of valid demat account details provided, the bank account details, joint holding details, mode of holding (joint / anyone or survivor) in case of joint holdings, address details and nominee details as per the demat account shall prevail over the corresponding details provided on the application form.
- 10. The Scheme being close ended, no premature redemption can be made through redemption instruction to the Mutual Fund until maturity. However, the Scheme will be listed on the National Stock Exchange of India Limited (NSE) and unitholders may avail of this facility for their transactions. In case Unit holders do not provide their demat account details, they will not be able to trade on the stock exchange until the holdings are converted into demat mode.
- 11.Investors applying as Joint holders, need to provide Demat details of their Joint Demat Account.

# g) Email Communication

- 1. All investors are requested to note that as a part of "Go Green" initiative, electronic mail (e-mail) shall be the default mode of communication for those investors whose e-mail id is available in the database of BNP Paribas Mutual Fund. In case, email address is not available, the AMC shall send all the communication in physical copies at the address available in the records of the AMC. In case the unitholder submits a request to receive any communication in physical mode then AMC shall provide the same within five working days from the date of receipt of request.
- 2. In case an investor wish to receive via physical copies, please tick the option provided.
- In accordance with SEBI Circular No. Cir/ IMD/ DF/16/ 2011 dated September 8, 2011, in order to bring cost effectiveness in printing and dispatching the annual reports or abridged summary thereof, the following shall be applicable:
- In case the unit holder has provided the email address, the AMC shall send the scheme annual reports or abridged summary only via email.
- In case email address is not available, the AMC shall send the physical copies of these reports at the address available in the records of the AMC.
- In case of any request from the unit holder for physical copies notwithstanding their registration of email addresses, AMC shall provide the same within five working days from the date of receipt of request.

#### 2. Applicant's Information

Individual Applicants must provide all the details for all applicants under Applicant's Information in Section 4 of the Application Form.

- ai) Name and address must be given in full (P.O. Box Address alone is not sufficient). In case of NRIs / Fils, 'Overseas Address' is mandatory. Investors are requested to note with effect from April 16, 2012, self attested copies of following documents shall be submitted for change in address along with original for verification at any of the AMC branches / ISCs of SBFS. In case the original of any document is not produced for verification, then the copies should be properly attested / verified by entities authorized for attesting/verification of the documents.
  - For KYC not complied folios
  - Proof of new address and
  - Proof of identity (POI): Only PAN card copy shall be considered if PAN is updated in the folio or other proof of identity if PAN is not updated in the folio.

#### For KYC complied folios

• Proof of new address (POA) and

# **INSTRUCTIONS (Contd.)**

 Any other document/ form that the KYC Registration Agency (KRA) may specify form time to time

The AMC reserves the right to collect proof of old address on a case to case basis while effecting the change of address. The self attested copies of above stated documents shall be submitted along with original for verification at any of the AMC branches / ISCs of SBFS. The original document shall be returned to the investors over the counter upon verification. In case the original of any document is not produced for verification, then the copies should be properly attested / verified by entities authorized for attesting/verification of the documents. List of admissible documents for POA & POI mentioned in SEBI Circular MIRSD/SE/Cir-21/2011 dated October 05, 2011 shall be considered.

- aii) If the applicant is minor, the minor shall be the first and the sole holder in an account. Minor Application with joint holding shall be rejected. There shall not be any joint accounts with minor as the first or joint holder. Also, minor cannot appoint a nominee. Guardian in the folio on behalf of the minor should either be a natural guardian (i.e. father or mother) or a court appointed legal guardian. It is mandatory to provide information on the relationship/status of the guardian as father, mother or legal guardian in the application form. In case of natural guardian, a document evidencing the relationship has to be submitted. If the above documents are not submitted, the application will be liable to be rejected. The account of the minor shall be frozen for operation by the guardian on the day the minor attains the age of majority and no transactions shall be permitted. The request for change in status of the accounts shall be submitted in the required form along with the requisite documents. AMC shall suspend all standing instructions like SIPs, SWPs, STPs, etc. from the date of the minor attaining majority, by giving adequate prior notice. Please refer Checklist for the documents to be submitted for establishing date of birth or relationship status incase of application on behalf of minor.
- aiii) Investors are requested to note that prior to minor attaining majority, the Fund shall send an advance notice to the registered correspondence address advising the guardian and the minor to submit an application form along with prescribed documents to change the status of the account to "major". It is to be noted that the guardian cannot undertake any financial and non-financial transactions including fresh registration of Systematic Transfer Plan (STP), Systematic Investment Plan (SIP) and Systematic Withdrawal Plan (SWP) after the date of the minor attaining majority till the time the above application form along with the prescribed documents are submitted to the Fund. The Fund will continue to process the existing standing instructions like SIP, STP, SWP registered prior to the minor attaining majority and will send an advance notice to the guardian and the minor stating that the existing standing instructions will continue to be processed beyond the date of the minor attaining majority till the time a instruction from the major to terminate the standing instruction is received by the Fund along with the prescribed documents. Such standing instruction shall be terminated within 30 days from the date of receiving the instruction. Mutual funds shall send such advance notice by email or mobile alerts where email ids and mobile numbers are available with the Fund. The request form with details of the list of standard documents to change account status from minor to major is available on our website www.bnpparibasmfin and will also be incorporated in the SAI. The applications, if not conforming to the above requirements, shall be liable to be rejected.
- aiv) When there is a change in guardian either due to mutual consent or demise of the existing guardian, a request along with requisite documents shall be sent to the Fund. The new guardian must be a natural guardian (i.e. father or mother) or a court appointed legal guardian. The request form alongwith the list of requisite documents is available on our website www.bnpparibasmf.in and will also be incorporated in the SAI. The applications, if not conforming to the above requirements, shall be liable to be rejected.

#### bi) PAN Information

It is mandatory for investors (except ASBA investors) making an application for investment to furnish copy of PAN. A copy of PAN has to be self certified by the investor and the original PAN card should be made available for verification in the manner and to the entity as may be specified by the BNP Paribas Asset Management India Private Limited (AMC) from time to time.

- If your investment is being jointly made with other co-applicants, the PAN for each of the co-applicants should be furnished along with a copy of a document, evidencing the PAN for each of the co-applicant.
- Where the person making an application is a minor, Guardian PAN copy is mandatory even if minor has his/her own valid PAN.
- Applications, where the details of the documents submitted as evidence for PAN do not match with the Applicants / existing information available with BNP Paribas Mutual Fund, will be rejected.

Applications not complying with the above requirements will be deemed to be incomplete and will be rejected.

# bii) Know Your Client (KYC) information / documents

Investors are requested to note that with effect from January 01, 2011, KYC compliance is mandatory for all the investments irrespective of amount of application. SEBI vide circular no. MIRSD/SE/Cir-21/2011 dated October 5, 2011 has mandated that the uniform KYC form and supporting documents shall be used by all SEBI registered intermediaries in respect of all new clients from January 1, 2012. Further, SEBI vide circular no. MIRSD/Cir-23/2011 dated December 2, 2011, has developed a mechanism for centralization of the KYC records in the securities market to bring about uniformity in securities markets. Accordingly, KYC registration is being centralised through KYC Registration Agencies (KRA) registered with SEBI. Thus each investor has to undergo a uniform KYC process only once in the securities market and the details would be shared with other intermediaries by the KRA. Investors are requested to note the following:

# For existing investors as on December 31, 2011:

It may be noted that existing and new investors who have successfully completed the KYC process with CVL for investments in mutual funds (in the old format) can continue to use the KYC acknowledgment/confirmation issued to them for mutual fund investments. However, it will not be applicable for investments in with other intermediaries in the securities market.

## Additional KYC requirements:

Investors are requested to note that with effect from December 03, 2012, investors

who have completed their KYC through CDSL Ventures Ltd (CVL) upto December 31, 2011 wish to invest in a new mutual fund where they have not invested earlier (or not opened a folio earlier), they will be required to submit 'missing/not available'

KYC information and complete the 'In Person Verification' (IPV) requirements

- In case of Individual investors, the following details need to be submitted:
- 1. Father's/Spouse's Name,
- 2. Marital Status,
- 3. Nationality,
- 4. Gross Annual Income or Net worth (not older than 1 year)
- 5. In-Person Verification (IPV)

Individual investors are requested to fill in 'KYC Details Change Form' issued by CVL-KRA and also available on the AMC website www.bnpparibasmf.in. This duly filled form along with IPV completed status can be submitted along with purchase application, to the new mutual fund where the investor is investing or opening an account. Alternatively, investors may also approach their existing mutual funds at any investor service centre for completion of this KYC requirement.

• In case of Non Individuals, KYC is required to be done again with any SEBI registered KRA due to significant changes in KYC requirements, else they will not be able to invest with a new mutual fund from the effective date.

# For new investors in mutual funds from January 01, 2012:

Investors who have not completed the KYC process with CVL for investments in mutual funds in the old format, has to comply with new uniform KYC norm (including submission of new KYC forms along with relevant supporting documents & and in person verification. Please refer to our website www.bnpparibasmf.in for KYC forms). The KYC acknowledgment issued by the KRA can be used for all investments in securities market, including mutual funds.

Investors who have completed KYC process through any of the intermediaries on or after January 01, 2012 and hold a valid acknowledgement issued by KRA for the same may invest with any of the mutual funds. However, BNP Paribas Mutual Fund / AMC / Trustee reserves the right to carry out enhanced due diligence based on its internal client due diligence policy.

Investors are requested to further note that:

- Minors: In respect of a Minor applicant, the Guardian should obtain a KYC confirmation/ acknowledgement in his/her own name and quote it while investing in the name of the minor. The Minor, upon attaining majority, should immediately apply for a KYC Confirmation in his/her own capacity and intimate it to BNP Paribas Mutual Fund, in order to transact further in his/her own capacity. Guardian's KYC Compliance is mandatory even if minor has his/her own KYC acknowledgement.
- 2. Power of Attorney (PoA) Holder: Investors desirous of investing through a PoA must note that the KYC confirmation/ acknowledgement is required to be obtained by both the PoA issuer (i.e. Investor) and the Attorney (i.e., the holder of PoA). If an individual becomes a BNP Paribas Mutual Fund Investor due to an operation of law, e.g., transmission of units upon death of an Investor, the claimant will be required to obtain KYC confirmation/ acknowledgement.
- 3. **Transmission (in case of death of the unit holder):** If the deceased is the sole applicant, the claimant should submit his/her KYC confirmation/acknowledgement along with the other relevant documents to effect the transmission of units in his/her favour.

Non – individual investors are requested to note that they have to furnish mandated certain additional documents as stated under SEBI circular no. MIRSD/SE/Cir-21/2011 dated October 5, 2011 otherwise application shall be liable to be rejected. It shall be further noted that if it comes to the knowledge of the AMC subsequently that the KYC of the applicant has failed then further purchase, switch and other related transactions shall not be permitted.

AMC reserves the right to validate the investors details with the records of KRA, income tax database; as the case may be either before allotting the units or subsequently. AMC further reserves the right to refund the investments made subsequently, if it is found that a valid KYC confirmation/ acknowledgement is not provided & valid PAN is not quoted on such application(s), refund will be done at applicable NAV, subject to payment of applicable exit load.

It may be noted that the Mutual Fund, Trustees or AMC shall not be liable for any failure to perform its obligations, to the extent that such performance has been delayed, hindered or prevented by systems failures, network errors, delay or loss of data/document during transit, due to interoperability issues amongst multi-intermediaries involved therein.

For those who have updated the KYC confirmation/ acknowledgement with the Fund, it may be noted that communication with respect to change in address should be sent to KRA & not to the Registrar.

# $\ biii)\ \textbf{Non acceptance of Third Party payment under the Scheme:}$

#### Definition of Third Party payment:

- a) When 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.
- b) It is clarified that in case of payments 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.

#### Exceptions

Third Party payments shall be rejected except in the following exceptional situations:

- a) Payment by Parents/Grand-Parents/related persons on behalf of a minor in consideration of natural love and affection or as gift for a value not exceeding ₹50,000/-
- b) Custodian on behalf of an FII or a client.
- c) Payment by Employer on behalf of employee under Systematic Investment Plans or lump sum/one-time subscription, through Payroll deductions

If applicant belongs to any of the above categories, please fill in the required block (Block No. 8) in the Application Form and also provide KYC acknowledgement of the Third Party along with declaration in required format.

Applications with Demand Drafts should be supported by a Banker's Certificate as performat attached.

# **INSTRUCTIONS (Contd.)**

Applications with Third Party payments not conforming to the above requirements shall be rejected and the amounts received shall be refunded.

Transfer letter format to clearly state the source Bank Name and Account Number. The formats of third party declarations are available on our website: www.bnpparibasmf.in

- c) Please provide the name of the Guardian in case of investments on behalf of minor or the name of the Contact Person in case of investments by a Company / Body Corporate / Partnership Firm / Trust / Society / FIIs / Association of Persons / Body of Individuals.
- Applications not complying with the above requirements will be deemed to be incomplete and will be rejected.

#### 3. Bank Account Details (Mandatory)

- a) Applicants should provide the name of the bank, branch address, account type and account number of the Sole / First Applicant. Please note that as per SEBI guidelines, it is mandatory for investors to mention their bank account details in the Application Form. Applications without this information will be deemed to be incomplete and will not be accepted by the Mutual Fund.
- b) Investments or redemptions should be made from/to domestic accounts i.e. accounts within Indian Banking system. Investors should make subscription of units of the Fund in their own name and through their own bank accounts only and no third party subscription will be allowed.
- c) In addition to providing the redemption bank mandate, it is mandatory for applicants to mention their Bank Account number, instrument number and the Bank name from which the subscription is funded, in their each Subscription request.

#### d) Direct Credit Facility

We offer a Direct Credit Facility with the following banks for payout of Dividend entitlement/Maturity proceeds:

Royal Bank of Scotland N.V.

BNP Paribas Bank
Citibank N.A.

Deutsche Bank
HDFC Bank
HSBC
ICICI Bank
IDBI Bank
IDBI Bank

ING Vysya Bank Kotak Mahindra Bank

Standard Chartered Bank Axis Bank

Yes Bank

Direct Credit facility (RTGS/NEFT or such other means introduced by RBI from time to time) shall be considered as default mode of payment i.e. for your dividend entitlement / Maturity proceeds. This facility will be provided to unitholders having bank accounts with other banks as and when the same is facilitated by AMC. Please provide correct IFSC, NEFT, MICR code for ensuring correct direct credit into your account.

If your investment cheque is from a different bank account, please submit a cancelled cheque leaf / copy of cheque leaf of the Bank mentioned in the Bank Account Details section.

If you wish to receive cheque payout instead of direct credit facility, please indicate your preference for the same by ticking in the box provided.

The investor shall not hold AMC/Fund liable for any non - receipt or delay or deficiency in service by the banks executing direct credit or due to any incorrect bank account details provided by the bank.

# e) Process for change in Bank Account (with effect from April 16, 2012)

Investors shall submit duly filled in "Change of bank mandate & Registration of multiple bank accounts form" at any of the Official Point of Acceptance of Transactions (OPAT) of the Fund. The request form alongwith the list of requisite documents is available on our website www.bnpparibasmf.in.

- The original of any of the following documents of the new bank account shall be required:
  - Cancelled original cheque of the new bank mandate with first unitholder name and bank account number printed on the face of the cheque OR
  - (ii) Self attested copy of bank statement OR  $\,$
  - (iii) Bank pass book page with account number, account holder's name and address with current entries not older than 3 months OR
  - (iv) Bank Letter\* duly signed by branch manager/authorized personnel
- Self attested photocopy of any of the above stated document of the old bank account with first unitholder name and bank account number printed on the face of the cheque. In case, old bank account is already closed, a duly signed and stamped original letter from such bank\* on the letter head of bank, confirming the closure of said account shall be required.
- \* Bank letter should be on its letterhead certifying that the Unit holder maintains/maintained an account with the bank, the bank account information like PAN, bank account number, bank branch, account type, the MICR code of the branch & IFSC Code.

If photocopies of the above stated documents are submitted, investors must produce original for verification of bank account details to the AMC branches / ISCs of SBFS. The original bank account statement or passbook shall be returned to the investors over the counter upon verification. Photocopies can also be attested by the concerned Bank. It should be noted that attestation by the Bank should be done only by the branch manager or authorized personnel of the Bank with the full signature, name, employee code, bank seal and contact number stated on it.

There shall be a cooling period of not more than 10 calendar days for validation and registration of new bank account. Post the completion of such validation, redemption proceeds shall be released within a period of 10 working days.

In case, the request for change in bank account information being invalid / incomplete / dissatisfactory in respect of signature mismatch/document insufficiency/not complying with any requirements as stated above, the request for such change will not be processed. Redemptions / dividend payments, if any, will be processed as per specified service standards and the last registered bank account information will be used for such payments to Unit holders.

#### f) Registration of multiple bank accounts

Unitholders can also register multiple bank accounts in his folio. The "Change of Bank Mandate & Registration of Multiple Bank Account Form" shall be used by the unitholders for change in existing bank mandate or for registration of multiple bank

account details for all investments held in the specified folio (existing or new). Individuals/HUF/ Sole Proprietor firm can register upto 5 different bank accounts for a folio by using this form. Non individuals can register upto 10 different bank accounts for a folio. The request form alongwith the list of requisite documents is available on our website www.bnpparibasmf.in.

#### 4. Investment Details & Payment Details

- a) Applicants should indicate the Plan / Option and Dividend Mode, for which the application is made, by indicating the choice in the appropriate box provided for this purpose in the Application Form.
- b) In case Applicants wish to opt for both the Plans / Options, separate Application Forms will have to be filled.
- c) Incase no option is indicated in the application form, then growth option shall be considered as default option. Further, under dividend option dividend on maturity shall be considered as default dividend option.
- d) The application amount can be tendered by cheque / demand draft payable locally at any of the ISCs and designated collection centres. Application Forms accompanied with outstation cheques / stockinvests / postal orders / money orders / cash / post dated cheques will not be accepted. The AMC reserves the rights to refund such application money if deposited by the Collecting Banks in inadvertently All cheques and bank drafts must be drawn in the name of the Scheme and crossed "Account Payee only". For e.g. "BNP Paribas Fixed Term Fund Series 25 A". A separate cheque or bank draft must accompany each Application.

Investors residing in Centres where the Investor Service Centres/Collection Centres are not located are requested to make payment by demand drafts payable at the place where the application is submitted.

Bank charges for outstation demand drafts will be borne by the AMC and will be limited to the bank charges levied by State Bank of India, if a demand draft issued by a bank in a place where there is no ISC / Collection Centre provided for the investors. In all other cases, the AMC will not accept any request for refund of demand draft charges.

#### e) Cheque Bouncing

In cases where the cheque(s) given by the investor for the application made by him/her in the Scheme, are bounced (i.e. not realised) on presentation to the Bank on which it is drawn, the AMC/Trustee/Mutual Fund reserves the right to reject the application and also restrain the said investor from making any further investment in any of the Schemes of the Mutual Fund. The AMC/Trustee/Mutual Fund will not be responsible in any manner whatsoever for any losses / damages (whether direct, indirect or otherwise including opportunity loss) caused to the investor as result of the AMC/Trustee/Mutual Fund rejecting the application on the basis of cheque bouncing and also for restraining the investor from making any further investment in any of the Schemes of the Mutual Fund.

# f) NRIs, Persons of Indian Origin, FIIs

Payment by FIIs / NRIs / Persons of Indian Origin must be made by cheque out of funds held in the NRE / FCNR account, in the case of purchases on a repatriation basis or out of funds held in the NRE / FCNR / NRO account, in the case of purchases on a non-repatriation basis.

#### 5. Nomination Instructions

- a) Nomination will be maintained at the folio or account level and should be applicable for investments in all schemes in the folio or account.
- b) Incase of joint holders, all joint holders should sign the request for nomination/cancellation of nomination, even if the mode of holding is not "joint".
- c) Nomination form cannot be signed by Power of attorney (PoA) holders. In case PoA holder provides nomination form, such application will be processed. However information regarding nomination will not be considered. Such information will be ignored.
- d) Every new nomination for a folio/account will overwrite the existing nomination.
- Nomination shall be mandatory for all the new folios/accounts opened by individuals. Investors who do not wish to nominate must mention about their nonintention to nominate.
- f) Nomination will not be allowed in a folio held on behalf of a minor.
- g) Pursuant to the SEBI Regulation 29A, the AMC is introducing Multiple Nomination Facility to enable Unitholders to nominate more than one person in whom the Units held by the Unitholder shall vest in the event of the demise of the Unitholder. Accordingly, Multiple nominees can be designated per folio maximum upto 3 nominees.
- h) The investor has an option to provide nomination details of maximum upto 3 nominees.
- The Unitholders are further informed that additional nominee(s) can be added to the existing nominee(s) in their investments with BNP Paribas Mutual Fund. Such request form is available on the website.
- j) The nomination can be made only by individuals applying for / holding Units on their own behalf singly or jointly. Non-individuals including society, trust, body corporate, partnership firm, Karta of Hindu Undivided Family, holder of Power of Attorney and minor cannot nominate.
- k) A minor can be nominated and in that event, the name and address of the Guardian of the minor Nominee shall be provided by the Unitholder. Nomination can also be in favour of Central / State Government, a local authority, any person designated by a virtue of his office or a religious or a charitable trust.
- I) 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 can be a Nominee subject to the exchange controls in force from time to time.
- n) Nomination in respect of the Units stands rescinded upon the Redemption / transfer of Units.
- The nomination facility extended under the Scheme is in accordance with the SEBI Regulations and subject to other applicable laws. Transmission of the Units in the name of the nominee shall discharge the Mutual Fund, the Trustee and the AMC from any liability towards the successor(s) / heir(s) of the deceased Unitholder(s).

# **INSTRUCTIONS (Contd.)**

However, the Mutual Fund / Trustee / AMC may request the nominee to execute suitable indemnities in favour of the Mutual Fund and / or the Trustee and / or the AMC, and to submit necessary documentation to the satisfaction of the Mutual Fund before transmitting Units to his / her favour. Nominations received in the form prescribed by the AMC alone shall be valid.

- o) Unitholders are requested to note that in case of multiple nominations, it is mandatory to clearly indicate the percentage of allocation in favour each of the nominees against their Name and such allocation should be in whole numbers without any decimals making a total of 100 percent. It may be noted that if the percentage allocation is not mentioned or is left blank, in the Nomination Form then the AMC shall apply the default option of equal distribution among all the nominees as designated by the deceased Unitholder.
- p) Minor cannot nominate and hence nomination details provided on the application form shall not be considered in case of minor applications.
- q) Request form for changing the Nomination / Cancellation of Nomination is available on our website www.bnpparibasmf.in. The applications, if not conforming to the above requirements, shall be liable to be rejected.

The nomination details as registered with the Depository Participant shall be applicable to unitholders who have opted to hold units in Demat mode.

#### 6. Who Cannot Invest

- It should be noted that the following persons cannot invest in the Scheme(s):
- a) Any individual who is a Foreign national.
- Overseas Corporate Bodies (OCBs) shall not be allowed to invest in the Scheme(s). These would be firms and societies, which are held directly or indirectly but ultimately to the extent of at least 60% by NRIs and trusts in which at least 60% of the beneficial interest is similarly held irrevocably by such persons (OCBs.)
- c) Non-Resident Indians residing in the United States of America and Canada.
- d) NRIs residing in Non-Compliant Countries and Territories (NCCTs) as determined by the Financial Action Task Force (FATF), from time to time.
- e) Religious and charitable trusts, wakfs or other public trusts that have not received necessary approvals and a private trust that is not authorised to invest in Mutual Fund schemes under its trust deed. The Mutual Fund will not be responsible for or any adverse consequences as a result of an investment by a public or a private trust if it is ineligible to make such investments.
- f) Any other person determined by the AMC or the Trustee as not being eligible to invest in the Scheme.
- 7. The Trustee / AMC retains the sole and absolute discretion to reject any application.

#### 8. Consolidated Account Statement:

Pursuant to amendment to Regulation 36 of SEBI (Mutual Funds) Regulations, 1996 read with SEBI circular no. Cir/ IMD/ DF/16/ 2011 dated September 8, 2011, the following shall be applicable with respect to dispatch of account statement:

a) The AMC shall issue a Consolidated Account Statement (CAS) for each calendar month on or before tenth day of succeeding month detailing all the transactions and holding at the end of the month including transaction charges paid to the distributor, across all the schemes of all mutual funds in whose folios transaction has taken

- place during that month. Accordingly, for all the transactions from the month of October 2011, the CAS shall be issued on or before 10th day succeeding month. CAS is a statement reflecting holdings / transactions across all the mutual funds by the investor.
- b) The AMC shall issue a CAS every half year (September / March) on or before tenth day of succeeding month, detailing holding at the end of the six month, across all schemes of all mutual funds to all such investors in whose folios no transaction has taken place during that period.
- c) The AMC shall send confirmation specifying the number of units allotted to the applicant by way of an email and/or SMS's to the applicant's registered email address and/or mobile number as soon as possible but not later than five working days from the date of closure of the New Fund Offer Period (NFO) and / or from date of receipt of the request from the unit holder.
- d) In case of a specific request received from the unit holder, the AMC shall provide the account statement to the investor within 5 business days from the receipt of such request.
- e) In case the folio / account have more than one registered holder, the first named unit holder / guardian (in case of minor) shall receive the CAS.
- f) CAS shall not be issued to the investor who has not updated their Permanent Account Number (PAN) in their respective folios. The unit holders are requested to ensure that the PAN details are updated in all their folio(s).
- g) For this purpose, common investors across mutual funds shall be identified by their PAN.
- h) The statement of holding of the beneficiary account holder for units held in demat shall be sent by the respective DPs periodically.
- The word 'transaction' for the issuance of CAS shall include purchase, redemption, switch, dividend payout, dividend reinvestment, SIP, SWP, STP etc.
- 9. During the New Fund Offer Period of the Scheme, Unit holders of the Fund have the option to switch-in, all or part of their investment from BNP Paribas Overnight Fund, BNP Paribas Short Term Income Fund, BNP Paribas Money Plus Fund, BNP Paribas Flexi Debt Fund and Fixed Term Funds / Series (on maturity date) launched under the umbrella Scheme Information Document to this Scheme. The switch-out will be effected at the Applicable NAV of the respective (switch-out) Scheme (subject to applicable cut-off time and applicable load), on the day of acceptance of the switching request. The switch-in will be effected at the New Fund Offer Price. Switch request will be subject to applicable exit load of the relevant scheme. All switch requests during the New Fund Offer Period of the Scheme will have to be submitted at the Official Points of Acceptance of Transactions. Switch requests received at any other centres are liable to be rejected.
- 10. Signatures can be in English or in any Indian language. Thumb impressions must be attested by a Magistrate / Notary Public under his / her official seal. In case of HUF, the Karta will sign on behalf of the HUF.
- 11. The Mutual Fund / AMC and its empanelled brokers / distributors has not given and shall not give any indicative portfolio and indicative yield in any communication or in any manner whatsoever. Investors are advised not to rely on any such communication regarding indicative yield / portfolio with regard to the Scheme.

# **CHECKLIST**

# Please ensure that:

- . You are not a Resident of USA or Canada.
- Your Application Form is complete in all respect, Name, Address & Contact Details are mentioned in full, signed by all applicants.
- Permanent Account Number (PAN) of all Applicants is mentioned.
- IV. Your bank account details are entered completely and correctly. This is mandatory, if this is not included your application will be rejected.
- V. Appropriate Plan / Option is selected. If the Dividend Option is chosen, Dividend Payout or Re-investment is indicated.
- VI. If units are applied for jointly, Mode of Operation of account is indicated.
- VII. Your investment Cheque / DD is drawn in favour of the respective Scheme dated and signed.
- VIII. Application Number is mentioned on the reverse of the Cheque / DD.
- Documents as listed alongside are submitted along with the Application Form (as applicable to your specific case).
- $\label{eq:continuous} \textbf{X}. \quad \textbf{Third Party Payment Declaration is submitted along with the} \\ \textbf{Application Form}.$

	Documents	Resident Individual	Companies / Body Corporates	Trusts	Societies	HUF	Partnership Firms	FIIs	Investments through Constituted Attorney
1.	Certificate of Incorporation / Registration		✓	✓			✓	✓	
2.	Resolution / Authorisation to invest		✓	✓	✓		✓	✓	
3.	List of Authorised Signatories with Specimen Signature(s)		<b>√</b>	<b>√</b>	<b>√</b>		<b>√</b>	<b>√</b>	<b>√</b>
4.	Memorandum & Articles of Association		✓						
5.	Trust Deed			✓					
6.	Bye-Laws				✓				
7.	Partnership Deed / Deed of Declaration					✓	✓		
8.	Overseas Auditor's Certificate							✓	
9.	Notarised Power of Attorney								✓
10.	Proof of PAN	✓	✓	✓	✓	1	✓	✓	✓
11.	Proof of KYC complied	✓	✓	✓	✓	1	✓	✓	<b>√</b>

All documents in 1 to 7 above should be originals / true copies certified by the Director / Trustee / Company Secretary / Authorised Signatory / Notary Public.

	CHECKLIST FOR "APPLICATIONS ON BEHALF OF MINOR"
I.	Birth certificate of the minor, or School leaving certificate / Mark sheet issued by Higher Secondary Board of respective states, ICSE, CBSE etc., or Passport of the minor, or Any other suitable proof evidencing the date of birth of the minor / relationship.
II.	Copy of PAN of Guardian.
III.	KYC acknowledgement of Guardian.



#### **AGREEMENT**

For Online Transaction Facility & Receipt of Account Statements By Email

Please read the terms & conditions of Internet Personal Identification Number (I-PIN) on this page before signing the application form. Investors are requested to complete this form and send it to your nearest office of BNP Paribas Mutual Fund or Sundaram BNP Paribas Fund Services - Customer Care Centre (hereinafter referred to as "the Registrar"). On receipt of the same, an I-PIN will be sent to you at the postal address noted in our records.

I-PIN - is a mandatory requirement for transacting online in the Schemes of BNP Paribas Mutual Fund (hereinafter referred to as "the Fund"). The I-PIN will enable you to buy, sell or switch units and also place requests for non-financial transactions, at the click of a button.

We also offer you the facility of receiving electronic Account Statements on your below mentioned email id.

Investor Info	nvestor Information (As per the practice, we will issue I-PIN only to one person)																								
Name																									
Folio No / s							F	Perma	anent	Acco	ount	No (F	PAN):												
Mobile No.												Е	mai	l Id											

#### Agreement for Internet Personal Identification Number - I-PIN

This Agreement is made between BNP Paribas Asset Management India Private Limited, Investment Manager to BNP Paribas Mutual Fund, having its registered office at BNP Paribas House, 1 North Avenue, Maker Maxity, Bandra Kurla Complex, Bandra (East), Mumbai 400 051 (hereinafter referred to as "the AMC") and the investor (whose details are available in this agreement form hereinafter referred to as "the unit holder") (hereinafter referred to as the Agreement). The date of this agreement is indicated in the panel on Investor Information in this form. WITNESSTH:

**AND WHEREAS:** The AMC offers the facility of an Internet Personal Identification Number for the convenience of its unit holders to transact online;

**AND WHEREAS:** The Unitholder has indicated to avail of the I-PIN facility offered by the AMC, subject to the terms and conditions stated in the application form and has for this purpose, indicated to the Registrar the name of his/her/its Bank, Branch account Number;

**AND WHEREAS:** The AMC is willing to extend the I-PIN facility to the unitholder on the terms and conditions as set out herein;

Now THERFORE, in consideration of the mutual understanding as set forth in this Agreement, the parties hereto agree to the following terms and conditions:

- The I-PIN granted to the Unitholder pursuant to this Agreement shall be communicated to the Unit holder by an email and the user id by a reliable courier/post and entirely at the risk of the Unit holder. The AMC shall not be held liable or responsible in any manner whatsoever, if the I-PIN falls in the hands of the unauthorised person/s.
- 2. The following shall be the mode of operation of the I-PIN facility:
  - a) If the mode of operation is "Single" or "Anyone or Survivor", I-PIN will be issued to the Single investor or to the first unit holder mentioned in the folio as the case may be.
  - b) If the mode of operation is "Joint", I-PIN will be issued to the first unit holder mentioned in the folio.
  - c) If the unit holder is a minor, then Natural Guardian or the Legal Guardian shall be eligible to access online transaction facility till the minor attains majority.
  - d) If the unit holder is a non-individual investor like company, an institution/trust or body corporate, the authorized signatories registered in our records may designate any one of the authorised signatory to access online transaction facility.

The AMC reserves the right to call for additional information that may be required by the AMC from time to time.

- 3. The Unitholder may access the following services through the internet, using the I-PIN facility,
  - a) Purchase including switch in/additional purchase of existing folios
  - b) Redemption including switch out
  - c) Access to NAV information

- d) Access to balance information Print Account Statements for the previous and current financial year in a client independent standard format;
- e) Viewing portfolio & transaction inquiry;
- f) Links to the other Internet/web-sites of the Fund;
- g) Ability to email service requests to the Transfer Agent

The unit holder hereby agrees and confirms that the services mentioned hereinabove are only inclusive list and the AMC / Fund may add or remove any services it may in its absolute discretion decide, which services the unit holder may use the PIN facility to access and utilize.

- 4. The AMC/ Fund / Registrar will take best efforts to keep its website updated on a daily basis so as to provide most current information to unitholders. However, the Unitholder agrees that because of technical issues, it is possible that the website may not be functioning or updated, at times. The Unitholder also agrees that the look and feel of the Web screen and outputs there from may differ based on the nature of the software used by the unitholder to browse the website.
- 5. The AMC/ Fund/ Registrar shall take best efforts to protect security of the data placed on the Internet. However, the AMC may disclose in strict confidence to the other institutions any personal information as may be reasonably in order to comply with any legal directive, for fraud prevention, statutory reporting, audits or as may be required by regulatory authorities from time to time.
- 6. The AMC/ Fund/ Registrar shall ask the Unitholder for his /her/its I-PIN and Folio Number before accepting instructions on behalf of the AMC. The AMC/ Fund/ Registrar may wherever required in the interest of the Unit holder, may request additional confirmation including fax on the instructions received and shall not act until the further confirmation and additional confirmation is received from the Unitholder. In case, if the additional confirmation is sent via fax then fax indemnity provision stated in the SID shall also be applicable.
- 7. The Unit holder shall be responsible for safekeeping of the PIN and shall not disclose his / her /its I-PIN to any person and shall take all possible care to prevent discovery of the PIN by any person. The Unit holder shall not use his/her/its PIN after the disclosure of the same to any third party. In the event of accidental disclosure of the PIN to any third party or if the unitholder forgets his password, the Registrar may at the request of the unitholder and at it absolute discretion issue to the Unitholder a new I-PIN on these terms and conditions or under such terms and conditions, as the AMC/ Fund/ Registrar may deem fit. The Unitholder shall be fully liable to the AMC/ Fund/ Registrar for every transaction entered into using the I-PIN facility, whether with or without the knowledge of the Unitholder. The Unitholder hereby agrees to not hold the AMC/ Fund/ Registrar responsible for any liability, whatsoever against misuse of the I-PIN wherein the unitholder may have incurred a loss / damage.
- 8. The AMC/ Fund/ Registrar shall not be liable at all for any misuse if any, of any data placed on the Internet, by third parties "hacking" or unauthorized access of the servers or system breakdown or system failure by the AMC or the service providers. The Unit holder shall be solely responsible for

- ensuring adequate security measures to help prevent unauthorized access or use of the facility to their transactions and bank accounts and the AMC / the Fund / the Registrar shall not be liable of for any such unauthorized access and protection of his computer against any computer virus.
- 9. The AMC/ Fund/ Registrar may in its absolute discretion decide not to carry out any such transaction where the AMC/ Fund/ Registrar has reason to believe that the instructions are not genuine or are unclear or are such to raise a doubt, or are otherwise improper or there is ground to believe that the same is in contravention of any statute / laws in India and cannot be put into effect.
- 10. The Unitholder shall at all times indemnify the AMC/ Fund/ Registrar, its officers, employees, successors and assigns from and against all actions, proceedings, claims and demands whatsoever for or on account of or in relation to any unauthorized use of the I-PIN and from and against all damages, costs, charges and expenses in respect thereof, unless the same is caused by gross negligence, bad faith or willful default on the part of the AMC/Fund/Registrar.
- 11. The Unitholder acknowledges and agrees that the AMC/ Fund/ Registrar do not guarantee or warrant that Unitholder will not experience any downtime or disruptions in its use of the Service. In the event of such downtime or disruption, the AMC/ Fund/ Registrar shall use commercially reasonable efforts to reinstate accessibility and operability. The AMC/ Fund/ Registrar may restrict, suspend, or terminate investor's access to and use of the Service at any time, without notice or liability. The Unitholder agrees that its right to use the Service is non-exclusive, revocable, non-transferable, and non-sub licensable.
- 12. The AMC shall not be held liable or responsible for any failure to perform any of its obligations under this Agreement if the performance is prevented, hindered or delayed by a Force Majeure Event and in such case its obligations shall be suspended for so long as the Force Majeure Event continues. Force Majeure Event" includes any event due to any cause beyond the reasonable control of either party including, without limitation, unavailability of any communication system including Internet, legal restraints, faults in telecommunication network or network failure, software or hardware error, breach or virus in the processes or payment mechanism, sabotage, fire, flood, explosion, acts of God, civil commotion, strikes or industrial action of any kind, riots, insurrection, war, acts of government, computer hacking, unauthorized access to computer data and storage devices, computer crashes, breach of security and encryption codes.
- 13. The Unitholder agrees to be bound by any terms of use, disclosures, or disclaimer as displayed by the Registrar and its service providers and that unitholder may affirmatively click through to accept the same. The Investor's use of the Services shall be subject to the terms and conditions of any applicable agreements between Registrar, Service Providers and the AMC/Fund and /or investor. The Unit holder confirms and agree that he shall at all times be bound by any modification and/or variation made to the terms and conditions hereof and as notified on the website. The Fund shall not send any individual notices to the Unit holder of any of the modification and /or variations that have been notified on the website.
- 14. Unitholder shall not: (A) access or use the Service for any purpose inconsistent with the substance and terms of this Agreement; (B) introduce into the Service any code, virus or mechanism that would impair the Service or AMC's /Fund system, computers or software; (C) use the Service to gain unauthorized access to any system or database; (D) sublicense or otherwise transfer or make available Investor's access to the Service to any third party that is not an Authorized person; (E) disclose to any third party non-public information relating to the content or operations of the Service, which information is confidential and proprietary to the Registrar however the AMC / Registrar / the Fund is entitled to disclose any information or particulars pertaining to the unit holder to any statutory authorities, auditors or as may be required under any law; or (F) remove or obscure any of the Registrars or

- any Service Provider's trademarks, service marks, or markings of copyright or patent rights contained in the Service.
- 15. All records of the AMC / the Fund / the Registrar whether in electronic form, magnetic medium, documents or otherwise with respect to instructions received for use of this facility or instructions received through use of this facility shall be conclusive evidence of such instructions and shall be binding on the unit holder. In case of any discrepancy in the details of any transactions carried out in respect of unit holder's account, the unit holder shall intimate the AMC / the Fund/ Service provider within 10 calendar days of receipt of account statement or information thereof, failing which the transaction will be deemed to be correct and accepted by the unit holder.
- 16. This Agreement shall be effective for a continuous period unless terminated in accordance with the terms of this Agreement.
- 17. The unit holder may terminate the I-PIN facility by, making an application (hereinafter referred to as "the said application") to the AMC/ Fund/ Registrar in writing and signed by her/ him along with other Joint Holders, if the unit holder wishes to terminate this agreement and disable the PIN. The AMC/ Fund shall disable the User ID and the PIN granted to such joint unit holders at any time within a period of 10 business days from the date of receipt of the said application.
- 18. The AMC/ Fund is authorized to terminate the PIN facility without prior notice on the occurrence of any event, which in the sole opinion of the AMC/ Fund may have a material adverse impact on the designated account or on the operations of the AMC/ Fund including but not limited to:
  - · Non compliance of terms and conditions of this agreement
  - · Death, insolvency, bankruptcy of the unit holder
  - · Any other cause arising out of operation of law
  - · Closing of unitholder's account
  - Such other reason(s) as the AMC/ Fund may, in its sole and absolute discretion deem proper
  - Receipt of a written application from a Joint Unitholder for termination.
- 19. For the purpose of interpretation, an event having a material abuse impact shall include any event, which in the opinion of the AMC / Fund shall impact the reputation of the Fund, its functioning any potential losses to the AMC / Fund. However, any electronic transactions received by the AMC / Fund / Registrar through the I-PIN allocated to the unitholder before the disabling of the PIN facility shall be considered to be a valid instruction to the AMC / Fund / Registrar to execute such online transaction.
- 20. All notices, requests and other communications to any Party hereunder shall be in writing and shall be given to AMC at the address stated above. The AMC / the Fund / Registrar shall send such communication on address available in the records. Each such notice, request or communication shall be effective if delivered by air courier service, 72 hours after such communication is delivered to the courier service, shipping charges paid and properly addressed, and if given by any other means, when delivered at the address specified herein.
- 21. The PIN and all the transactions carried out through PIN are subject to SEBI (Mutual Funds) Regulations, 1996 as amended from time to time, these terms and conditions, other applicable laws, rules and regulations issued by the Government of India and the provisions of scheme related documents read with various addenda issued from time to time.
- 22. In the case of any disputes, the matter will be referred to arbitration at the first instance and settled through arbitration proceedings as per the rules of the Indian Arbitration and Conciliation Act, 1996. The Place of Arbitration will be at Mumbai. The Courts in Mumbai shall have jurisdiction over all disputes arising out of or in respect of this Agreement.

IN WITNESS WHEREOF, the parties to this Agreement have caused these presents to be executed as of the day and year first above written.

Signed by			
First Holder	Second Holder	Third Holder	Signed for & on behalf of Fund



to the spirit of the requirements, if all required details are mentioned in the certificate.

#### THIRD PARTY PAYMENT DECLARATION (Should be enclosed with each payment) Parent/Grand-Parents/Related Persons Other than the Registered Guardian Payments by : To a Minor Folio only; In consideration of: Natural love and affection or as gift only Payments to Maximum Value: Not Exceeding Rs 50,000/- (each regular purchase) Application and Payment Details (All details below are Mandatory, including relationship, PAN & KYC): Folio No. Application Form No. Beneficial Minor's Name Investment Amount in ₹ Payment Cheque No. Dated Cheque Drawn on Bank Cheque Drawn on A/c No. Declaration and Signatures: Parent/Grand-Parents/Related Persons Other than the Registered Guardian Guardian of Minor, as registered in the Folio Name Relationship with Minor Income Tax PAN KYC Acknowledgement Attached (Mandatory for any amount) Attached (Mandatory for any amount) Declaration I hereby declare and confirm the minor stated above is the beneficial I confirm that I am the legal guardian of the Minor, registered in folio owner of the investment details mentioned above and I am providing and have no objection to receiving these funds on behalf of the Minor. the funds for these investments on account of my natural love and affection or as gift from my bank account only. Signature Contact Number BANKER'S CERTIFICATE in case of Demand Draft / Pay Order / Any Other pre-funded instrument: To whomsoever it may concern, we hereby confirm the following details regarding the instrument issued by us: Instrument Details: Pay Order / Banker's Cheque Instrument Type Demand Draft Instrument Number Investment Amount in ₹ In Favour of / Favouring Payable At Details of Bank Account Debited for issuing the instrument: Bank Account No. Account Type Account Holder Details Income Tax PAN Name 1. 2 3. If the issuing Bank branch is outside India: We further declare that we are registered as a Bank/branch as mentioned below: Under the Regulator Name of the Regulator In the Country Registration No. Registration Number We confirm having carried out necessary Customer Due Diligence with regard to the Beneficiary and to the source of the funds received from him, as per the standards of Anti-Money Laundering laws and other applicable relevant laws in our country Branch Manager/Declarant(s) Signature \_ Name Bank & Branch Seal Address \_ City\_ State Postal code. Country Contact Number : Important Note: It is clarified that the bankers certificate suggested above is recommendatory in nature, as there may be existing Bank Letters / Certificates / Declarations, which will confirm

# CUSTODIAN ON BEHALF OF AN FII OR CLIENT (Should be enclosed with each Third party payment. See Instruction biii) on page 11)

# To whomsoever it may concern

Folio No.											App	licatio	n Fo	orm N	0.								
Beneficial Applicant/ Investor Name																							
Investment Amount in Rs.  Payment Mode		N		_	le :	T				DTOC			7										
		Cheque			Fund	. Transfe	L,		<u> </u>	RTGS		L	_	FT ated	Ъ	D	M	Тм	Тү	/	Υ	Y	Тү
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Payment from A/c No.																							
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is from funds provided to us by the Ap																							
Signature of Declarant(s):														_									
Name of Declarant(s):																							
Income Tax PAN:																							
Address of Declarant(s)																							
City:				St	ate: _																		
Postal code:		Cour	ntry:																				
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								•			or subsi	eriptio	n of	units	in _								
Cheque No.								•			or subs											omp	anied
Drawn on								•														omp	anied
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We confirm that the beneficial owner(s)	) of the i	nvestme	nt in the							f	Dat	(N	lame	e of the	e Sch	eme/	Plai	n/O ame	otion of th	ı) is ne E	acco	/ Bi	anied ranch)
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who is / are my / our employee/s and	d am pr	roviding t	the func	se ui	nits is/	are e invest	ments	throu	gh t	the pay	Da	(N	lame	e of the	e Sch	eme/	Plai	n/O ame	otion of th	ı) is ne E	acco	/ Bi	ranch
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who is / are my / our employee/s and Signature of Declarant(s)  Name of Declarant(s)	d am pr	roviding t	he func	se ui	hits is/	'are e invest	ments	throu	gh t	f	Dar	(N	_ (Na	e of the	f the	eme /	· Plai	n/O	of th	mp is	acco	/ Bi	ranch
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who is / are my / our employee/s and Signature of Declarant(s)  Name of Declarant(s)  Income Tax PAN  Address of Declarant(s)	i am pr	roviding t	che fund	se ui	thes	'are	ments	throu	KY(	C Ackn	Da	(N	- (Nan.	e of the	f the	Emplo	· Plan	n/O ame /s, w	of the	mp mou	acco	/ Bi	mberv

#### **IMPORTANT INFORMATION / INSTRUCTIONS FOR ASBA INVESTORS**

Background: In its continuing endeavour to make the existing New Fund Offer process more efficient SEBI introduced a supplementary process of applying in New Fund Offer, viz: the "Applications Supported by Blocked Amount (ASBA)" process. Accordingly, Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2009 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:

- 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.
- 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 is displayed by SEBI on its website at www.sebi.gov.in. ASBAs can be accepted only by SCSBs, whose names appear in the list of SCSBs displayed on SEBI's website. Investors maintaining their accounts in 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, RTA 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 Applicant 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 maintained by it. The SCSB shall communicate the following details to Stock Exchanges for making it available on their respective websites. These details shall also be made available by the SCSB on its website:(i) Name and address of the SCSB (ii) Addresses of DBs and CB and other details such as telephone number, fax number and email ids. (iii) Name and contact details of a nodal offi cer at a senior level from the CB.
- 3. Eligibility of Investors: An Investor shall be eligible to apply through ASBA process, if he/she: (i) is eligible under the section "Who can invest" of the SID, (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 / her Application through an ASBA Application Form, 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 Application Form on the basis of an authorisation to this effect given by the account holder at the time of submitting the Application. The Application 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 system of the Stock Exchanges. When the Allotment is finalised, the RTA 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 Applicants to the AMC account designated for this purpose. In case of withdrawal/Rejection of the Offer, the RTA to the Offer shall notify the SCSBs to unblock the blocked amount of the ASBA Applicants within one day from the day of receipt of such notification.

#### Other Information for ASBA Investors:

- 1. SCSB shall not accept any ASBA after the last day of the NFO period.
- 2. SCSB shall give ASBA investors an acknowledgement 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 form; and(ii) it has blocked the application money in the bank account specified in the ASBA or has systems to ensure that ASBAs are accepted in the system only after blocking of application money in the relevant bank account opened with it.
- 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.
- SCSB shall be liable for all its omissions and errors in discharging responsibilities in the ASBA process.

#### 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. ASBA Application Form without the stamp of the SCSB.
- Application by any person outside India if not in compliance with applicable Foreign and Indian laws.
- 4. Bank account details not given/incorrect details given.
- Duly certifi ed Power of Attorney, if applicable, not submitted along with the ASBA Application Form.
- 6. 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.
- 7. Insufficient funds in the investor's account.
- $8. \quad \text{Application accepted by SCSB and not upload} \\$
- 9. As per disclosures and other instructions stated under SAI / SID / KIM.



# LIST OF COLLECTION CENTRES (DURING NEW FUND OFFER PERIOD)

# **AMC Investor Service Centres:**

Mumbai : 2nd Floor, French Bank Building, 62, Homji Street, Fort, Mumbai - 400 001.

**Bengaluru**: Unit No. 205, 2nd Floor, West Wing - Raheja Tower, 26-27, M. G. Road, Bengaluru - 560 001. **Chennai**: Unit No. 202, 2nd Floor, Prince Towers, Door Nos. 25 & 26, College Road, Nungambakkam,

Chennai - 600 006.

Hyderabad: ABK Olbee Plaza, No. 502, 5th Floor, A-2-618/8 & 9, Road No. 1 & 11, Banjara Hills, Hyderabad - 500 034.

Kolkata : Office No. 304, 3rd Floor, Central Plaza, 2/6 Sarat Bose Road, Kolkata 700 020.
New Delhi : 8th, Floor, Dr. Gopal Das Bhawan, 28 Barakhamba Road, New Delhi - 110 001.

Pune : Office No. A-4, Fourth Floor, Deccan Chambers 33/40, Erandwana, Karve Road, Pune - 411 004.

Ahmedabad : 302, 3rd Floor, VIVA complex, Near Parimal Garden, Ellisbridge, Ahmedabad - 380 006.

# SCSBs:

Please visit the website www.sebi.gov.in for the list of SCSBs. You may also check with your bank for the ASBA facility.

