

**Channel Partner / Agent Information**

Agent's Name and ARN	1.Sub Agent Code	2.Sub Agent Code	3.Sub Agent Code
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For Office Use Only

Upfront commission shall be paid directly by the investor to the AMFI-registered distributors based on the investors' assessment of various factors including services rendered by the distributor

**1. Existing Investor Information (Please fill in your Folio No. and then proceed to Section 3)**  
Please note that applicant details and mode of holding will be as per existing Folio Number.

Folio No  /

**2. New Investor Information (refer instruction 2)**

**Name of First/Sole Applicant**

Permanent Account Number  KYC completed  Yes  No Date of Birth 

D	D	M	M	Y	Y	Y	Y
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**Name of Guardian (in case of First / Sole Applicant is a Minor) / Contact Person – Designation (in case of non-individual Investors)**

Permanent Account Number  KYC completed  Yes  No Relationship

**Contact Details of First / Sole Applicant (Please provide your Email ID as it is a must to transact online)**

E-Mail   
 STD Code  Telephone  Mobile

**Address of First / Sole Applicant**

CITY  STATE  PIN CODE

Monthly Income:  < Rs 10,000  < Rs 25,000  < Rs 50,000  < Rs 1,00,000  > Rs 1,00,000 Occupation:.....

<b>Mode of Holding [Please (✓)]</b> <input type="checkbox"/> Single <input type="checkbox"/> Joint <input type="checkbox"/> Anyone or Survivor	<b>Status of First / Sole Applicant [Please (✓)]</b> <input type="checkbox"/> Individual <input type="checkbox"/> Minor through guardian <input type="checkbox"/> HUF <input type="checkbox"/> Partnership <input type="checkbox"/> Society/Club <input type="checkbox"/> Company <input type="checkbox"/> Body Corporate <input type="checkbox"/> Trust <input type="checkbox"/> Mutual Fund <input type="checkbox"/> Fund of Funds in India <input type="checkbox"/> Others _____ (please specify)
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**Name of Second Applicant**

Permanent Account Number  KYC completed  Yes  No

**Name of Third Applicant**

Permanent Account Number  KYC completed  Yes  No

**3. Choose the fund you wish to invest and make Cheque/DD in the chosen fund name (refer instruction 3)**

<b>Sundaram BNP Paribas Fund Services Limited</b> <input type="checkbox"/> Sundaram Equity Multiplier <input type="checkbox"/> Sundaram India Leadership Fund <input type="checkbox"/> Sundaram Select Thematic Funds Rural India <input type="checkbox"/> Sundaram Select Thematic Entertainment Opportunities <input type="checkbox"/> Sundaram Select Thematic PSU Opportunities <input type="checkbox"/> Sundaram Balanced Fund <input type="checkbox"/> Sundaram Monthly Income Plan <input type="checkbox"/> Aggressive <input type="checkbox"/> Moderate <input type="checkbox"/> Conservative	<b>Computer Age Management Services (P) Ltd</b> <input type="checkbox"/> Sundaram Select Focus <input type="checkbox"/> Sundaram Select Mid Cap <input type="checkbox"/> Sundaram Growth Fund <input type="checkbox"/> Sundaram S.M.I.L.E Fund <input type="checkbox"/> Sundaram Tax Saver <input type="checkbox"/> Sundaram Select Thematic Funds CAPEX Opportunities <input type="checkbox"/> Sundaram Select Thematic Funds Financial Services Opportunities <input type="checkbox"/> Sundaram Money Fund	<input type="checkbox"/> Sundaram Ultra Short-Term Fund <input type="checkbox"/> Sundaram Flexible Fund-Short Term Plan <input type="checkbox"/> Sundaram Flexible Fund-Flexible Income Plan <input type="checkbox"/> Sundaram Gilt Fund <input type="checkbox"/> Sundaram Bond Saver <input type="checkbox"/> Sundaram Income Plus <input type="checkbox"/> Sundaram Select Debt Short-Term Asset Plan
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**3A. Plans (refer instruction 3)**

Regular Plan  
 Institutional Plan  
 Super Institutional Plan

**3B. Options (refer instruction 3)**

Dividend Payout  
 Dividend Re-Investment  
 Dividend Sweep  Growth  
 Others.....

**Acknowledgement**

Sundaram Asset Management Company Limited, II Floor, 46 Whites Road, Chennai - 600 014. Toll Free: 1800-425-1000 Ph : (044) 28578700

Received From Mr./Mrs./Ms. ....  
 Address .....

ISC's Signature & Stamp

Please Note: All Purchases are subject to realisation of cheques / demand drafts.



**Channel Partner / Agent Information**

Agent's Name and ARN	1.Sub Agent Code	2.Sub Agent Code	3.Sub Agent Code
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**Existing Investor Information (Please fill in your Folio No.)**

Please note that applicant details and mode of holding will be as per existing Folio Number.

Folio No           /

**New Investor Information**

**Name of First/Sole Applicant**

Permanent Account Number

**KYC completed**  Yes  No

**Name of Second Applicant**

Permanent Account Number

**KYC completed**  Yes  No

**Name of Third Applicant**

Permanent Account Number

**KYC completed**  Yes  No

**If Micro SIP, please tick**  Yes (Micro SIP: Less than Rs 50,000 per person in any rolling 12-month period)

**If Micro SIP, supporting document/identification number:**

**Fund Name**

**Plans and Options**

- Plan**  Regular Plan  Institutional Plan  Super Institutional Plan  
**Option**  Dividend Payout  Dividend Re-Investment  
 Dividend Sweep  Growth  Others.....

**Each SIP Amount** Rs

- SIP Frequency**  Weekly (Minimum amount Rs 1000 Every Wednesday)  
 Monthly (Minimum amount Rs 250 Minimum No of installments 20)  
 Quarterly (Minimum amount Rs 750 Minimum No of installments 7)

**Period for the SIP**

- 1 year  2 years  3 years  5 years  
 10 years  15 years  Perpetuity

**SIP Starting**           **SIP Date**  1  7  14  20  25

**Initial Cheque/DD No**

**Bank Account Details**

Name as in bank account:.....


Bank Name:.....

Branch:.....

Account Number

Account Type  Savings  Current  Others.....

Nine-digit MICR No from cheque

To know your MICR number, please refer your cheque leaf 

**Declaration:** I/We • having read and understood the contents of the Statement of Additional Information/Scheme Information Document • hereby apply for units as indicated in the application form • agree to abide by the terms, conditions, rules and regulations of the scheme • agree to the terms and conditions for Auto Debit • agree to abide by the terms, conditions, rules and regulations of the scheme • agree to terms & conditions of PIN agreement • agree to receive account statement/communication by Email • have not received nor been induced by any rebate or gifts, directly or indirectly in making this investment • do not have any existing Micro SIPs which together with the current application will result in the total investments exceeding Rs. 50,000 in a year. The ARN holder has disclosed to me/us all the commissions (in the form of trail commission or any other mode), payable to him for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to me/us.

**Signature**

First / Sole Applicant / Guardian

Second Applicant

Third Applicant

**Authorisation & Signature of Bank Account Holder**

Account Number

I/We have registered for ECS for my investment in Sundaram Mutual Fund from the indicated account with your bank and authorise the representative carrying this mandate to get it verified and executed.

First / Sole Applicant / Guardian	Second Applicant	Third Applicant
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# Guide to investing through Systematic Investment Plan (SIP)

## With effect from August 01, 2009 PAN not required for Micro SIP

Investors who are Individuals are exempt from furnishing details of Permanent Account Number (PAN) for investments through **Systematic Investment Plans (SIPs) up to Rs. 50,000/- per year per investor** (hereinafter called Micro SIP).

Investors who wish to invest through Micro SIP will be required to produce a copy of any one of the specified photo identification documents instead of PAN. Supporting document must be current and valid. Supporting document copy shall be self attested by the investor / attested by the ARN holder mentioning the ARN number. While making subsequent Micro SIP applications with a mutual fund, investor can quote the existing folio number where a Micro SIP has been registered for all subsequent investment through Micro SIP in that folio and therefore need not resubmit the supporting document.

### List of Specified Photo Identification Documents

1. Voter Identity Card
2. Driving License
3. Government / Defense identification card
4. Passport
5. Photo Ration Card
6. Photo Debit Card (Credit card not included because it may not be backed up by a bank account).
7. Employee ID cards issued by companies registered with Registrar of Companies (database available in the following link of Ministry of Company affairs <http://www.mca.gov.in/DCAPortalWeb/dca/MyMCALogin.do?method=setDefaultProperty&mode=31>)
8. Photo Identification issued by Bank Managers of Scheduled Commercial Banks / Gazetted Officer / Elected Representatives to the Legislative Assembly / Parliament
9. ID card issued to employees of Scheduled Commercial / State / District Co-operative Banks.
10. Senior Citizen / Freedom Fighter ID card issued by Government.
11. Cards issued by Universities / deemed Universities or institutes under statutes like ICAI, ICWA, ICSI.
12. Permanent Retirement Account No (PRAN) card issued to New Pension System (NPS) subscribers by CRA (NSDL).
13. Any other photo ID card issued by Central Government/ State Governments/ Municipal authorities/ Government organizations like ESIC/ EPFO

**Eligibility for Exemption:** This exemption will be applicable only to investments made by individuals including minors, joint holders, sole proprietary entities and, NRIs but not PIOs. HUFs and other categories will not be eligible for Micro SIPs. The exemption will be available where the total amount of installments under SIP in a rolling 12-month period or in a financial year i.e. April to March, does not exceed Rs 50,000. This exemption will not be applicable to purchase transactions other than through SIP. The Registrar & Transfer Agents (RTA) – Computer Age Management Services Pvt. Ltd. & Karvy Computershare Pvt. Ltd will adopt the procedures prescribed by Association of Mutual Funds in India from time to time in this regard.

**Transactions not covered:** If the Supporting Documents are not submitted or once the cumulative investment exceeds in a rolling 12 month period / financial year Rs 50,000, the Investor will be required to comply with the procedures relating to PAN/KYC norms as applicable to investments under other categories, failing which the application for investment will be rejected.

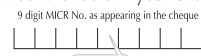
### Read before enrolling for an SIP

- SIP facility is available for schemes covered in the KIM.
- First-time investors must use SIP Application Form and existing investors in the schemes of Sundaram Mutual must use SIP Enrollment/Renewal Form.
- SIP investment can be made on any stock market working day. An investor must choose specific dates of the month/quarter by
  - (i) Auto debit or
  - (ii) Cheques facility
- SIP Application Form and SIP Renewal Form must be completed in English using block letters and submitted at offices of Sundaram Asset Management or Investors Service Centres of CAMS. Please do not submit SIP forms to collection banks.
- For the first installment a cheque must be issued. For second and subsequent installments, an investor can choose auto debit (recommended as it is efficient, easy, more secure and timely) or provide post dated cheques.
- SIP dates –
  - (i) 1, 7, 14, 20 or 25 of the month as SIP date for monthly option.
  - (ii) 1, 7, 14, 20 or 25 of the beginning month of each quarter as SIP date for quarterly option.
- Only one installment per month/quarter is allowed under one SIP registration.
- You can invest a fixed amount every week, month or quarter. Minimum investment amount: Rs.1,000/- for weekly, Rs.250/- for monthly SIP and Rs.750/- for quarterly SIP.
- The minimum number of cheques under monthly installment should be 20 and for quarterly installment should be 7 for SIP based on the minimum amount. For higher amounts the number of installments and cheques can be lower subject to investing at least Rs 5000 during the SIP period.
- The cheque should be drawn in favour of the fund name and crossed "a/c payee only". It should be made payable at the location of the branch of Sundaram Asset Management or Investors Service Centre of CAMS. On receipt of the post-dated cheques the Registrar and Share Transfer Agent - CAMS - will send a letter to the unit holder confirming that his or her name has been enrolled for the SIP.
- An investor must submit only one cheque for each month/quarter for the SIP period. All cheques must be for the same amount and carry the same date that is selected by the investor.

- If an investor opts for SIP through post dated cheques, all cheques must be for the SIP date that has been chosen. The cheque will be presented on the same or the next working day and units will be allotted at the applicable NAV.
- Units will be allotted on the above applicable dates. In case the date is a Non-Business Day, the immediate next Business Day will be considered for the purpose of determining the applicability of NAV.
- An Account Statement will be sent by mail or by e-mail (if indicated) to the investor within 10 working days for the first investment through SIP. The subsequent account statement will be despatched once every quarter ending March, June, September and December within 10 working days from the end of respective quarter. In case of specific request received from investors, Sundaram Asset Management will send the account statement to the investors within 5 working days from the receipt of such request without any charge.
- Investors should, as far as possible, opt to receive account statement by e-mail to make a contribution to the environment.
- An updated account statement will be sent to the investor indicating the new balance at his/her credit. For investors who have not provided an E-mail ID, a consolidated statement will be sent every quarter.
- If two consecutive post-dated cheques are returned unpaid by the bank, the SIP will be terminated and the balance cheque(s) if any, will be returned.
- Investor will have the right to discontinue the SIP facility at any time by sending a written request to offices of Sundaram Asset Management or Investors Service Centres of R&T. This request notice should be received at least 21 days prior to the due date of the next payment. On receipt of such request, the SIP facility will be terminated and the unused post dated cheque(s) will be returned to the investor. If the investor has opted for the auto debit facility, the instructions for this purpose would also be deactivated.

### SIP Auto Debit facility: Terms & Conditions

- This facility is offered using RBI's Electronic Clearing Service (ECS). By opting for this facility, you agree to abide by the terms and conditions of the ECS facility of Reserve Bank of India available at [www.rbi.gov.in](http://www.rbi.gov.in) and [www.sundarammutual.com](http://www.sundarammutual.com).
- To avail this facility you must submit SIP Auto Debit form with a cancelled cheque. You must also indicate 9-digit MICR number available in your cheque leaf.



- SIP Auto Debit Form along with first cheque should be submitted to offices of Sundaram Asset Management or Investors Service Centres of R&T.
- The first cheque should preferably be drawn on the same bank account that is to be registered for ECS (Debit Clearing). If the cheque is drawn on any other bank, an investor must provide a photocopy of the cheque of the bank / branch for which ECS (Debit Clearing) is to be registered. Investors need not submit the First Cheque for SIP enrollment if:
  - The SIP Auto Debit Facility Enrolment Form is attested by the Bank from which SIP installment will be debited or
  - Copy of the cancelled cheque or photocopy of the cheque of bank account from which the SIP installment will be debited is attached to the form.
- There shall be a gap of at least 30 days between the dates of the initial investment and the first SIP auto-debit installment for a monthly SIP. This gap must be at least 90 days for a quarterly SIP.
- The following documents may be submitted at least 40 days before the first SIP date:

New Investors		Existing Investors	
SIP Application Form	SIP Application Form	SIP Enrollment/Renewal Form	SIP Enrollment/Renewal Form
SIP Auto Debit Facility	SIP Auto Debit Facility	SIP Auto debit facility form	SIP Auto debit facility form
First SIP Cheque	First SIP Cheque	First SIP Cheque	First SIP Cheque

- Your Bank Branch through which you want your SIP Auto Debit to take place should participate in local MICR Clearing.
- If investor mentioned the At Par MICR number for ECS i.e. MICR starting with 000 or ending 000, investor should mention the branch name and city name of bank particulars column.
- In case your bank decides to cross-verify the ECS auto-debit mandate with you as the bank's customer, you will have to complete the process.
- An investor who opts for this facility will receive an acknowledgement of registration for Auto Debit.
- The amount of the first cheque need not correspond to the value indicated for each SIP installment using Auto Debit facility. The SIP installments will be for the same amount.
- Auto Debit of the SIP amount will usually be processed on the date chosen by you or the next working day. SIP is available only on select dates of a month: 1, 7, 14, 20 and 25.
- Auto Debit of SIP will start after 30 days from the date of SIP Application.
- Three consecutive Auto Debit failures/rejections will lead to closure of the SIP.
- Sundaram Mutual Fund, its Investment Manager, Registrar and other service providers will not be liable:
  - For any transaction failures due to the refusal of the bank to register the SIP mandate or rejection of the transaction by your bank / branch.
  - If the transaction is delayed or not effected or your bank account is debited in advance or after the specific SIP date due to various clearing cycles of ECS.
  - For any damages / compensation for any loss/damage, to name few, incurred by you as a result of use of this facility by you.
- Sundaram Mutual Fund holds the right to reject application forms with incomplete information regarding SIP preferences. Such applications along with cheques will be returned to the investor with a communication.
- Cities in which ECS facility is available may be modified / updated / changed / removed entirely at the discretion of Sundaram Mutual Fund without assigning any reasons or prior notice.