



Know Your Distributor (KYD) Application Form

(For Individuals Only)



ARN : _____
(In case of existing ARN holders)

Please fill this form in ENGLISH and in BLOCK LETTERS (All Information as applicable in Sections A, B and C below is mandatory)

A. Identity Details (Please see guidelines A1 to A4 overleaf)

1. Name of Applicant (As appearing in supporting identification document) Title Mr. Ms. Others Gender Male Female

Name

Father's Name

2. Date of Birth

3. Status Please tick Resident Individual Non-Resident

4. Permanent Account Number (PAN) (MANDATORY)
Please tick Copy of PAN Card attached

Please affix
most recent
colour photograph

30mm x 40 mm
Sign across the photograph

B. Address and Bank details (Please see guidelines B1 to B3 overleaf)

1. Permanent Address / Contact details of Applicant

City / Town / Village Postal Code

State Country

Phone (R) Mobile E-mail ID

2. Proof of address to be provided by Applicant. Please submit ANY ONE of the following valid documents & tick against the document attached.

Latest Telephone Bill Latest Electricity Bill Passport Driving License Latest Bank Passbook Latest Bank Account Statement

Latest Demat Account statement Voter Identity Card Ration Card Registered Lease / Sale Agreement of residence For NRIs - Any other document attested by local authority.

3. Bank Details (Please see guidelines B3 overleaf)

Bank Details	
Name of Bank	<input type="text" value=""/>
Branch	<input type="text" value=""/>
Account Number	<input type="text" value=""/>
MICR / NEFT	<input type="text" value=""/>
Account Type	<input type="checkbox"/> SB <input type="checkbox"/> Current <input type="checkbox"/> Any Other (Please Specify)

C. Other Details (Please see guidelines C1 and C2 overleaf)

1. Names of Mutual Funds with which empanelled (applicable to existing ARN holders)

2. Occupation Details Please tick

Insurance Agent Postal Agent Corporate Deposit Agent Stock Broker Stock Sub broker Any other (please specify) _____

DECLARATION

I hereby confirm that I have read and understood the Instructions mentioned overleaf and apply to Computer Age Management Services Pvt. Ltd. (CAMS) for compliance of Know Your Distributor (KYD) procedure for marketing Mutual Fund Products and I agree to abide by the terms, conditions, rules, regulations and other statutory requirements applicable with regard to marketing Mutual Fund Products. I hereby declare that the particulars given herein are true, correct and complete to the best of my knowledge and belief, the documents submitted along with this application are genuine. I hereby undertake to promptly inform CAMS / AMFI the mutual fund of any changes to the information provided hereinabove and agree and accept that CAMS, the respective Mutual Funds, are not liable or responsible for any losses, costs, damages arising out of any actions undertaken or activities performed by them on the basis of the information provided by me as also due to my not intimating / delay in intimating such changes. I hereby authorize CAMS / AMFI to disclose, share, remit in any form, mode or manner, all / any of the information provided by me to the Mutual Funds/ Statutory Bodies/ Regulators including all changes, updates to such information as and when provided by me. I hereby agree to provide any additional information / documentation that may be required, in connection with this application. I hereby confirm that this is a unique KYD application.

SIGNATURE OF APPLICANT

Place :

Date :

"Please note that the KYD Application Form and overleaf instructions should be printed on the same page (back to back). If printed separately then both the pages should be attached and signed by the applicant."

For Office Use Only	Stamp of POS (Name & Location) & Receiver's Signature	Name and Employee Number of Receiver	KYD Ref.
<input type="checkbox"/> Self Certified Document copies received, verified with originals			

IMPORTANT NOTES - PLEASE READ BEFORE FILLING UP THE FORM

1. This Application Form is meant to enable a Mutual Fund Distributor to comply with the KYD requirements. It is for use by **INDIVIDUALS** only. A separate form is provided for non-individual entities such as Hindu Undivided Family (HUF), Corporates, Trusts, Societies, etc.
2. This form is not an ARN Registration Form and is only meant for providing information and documents required for KYD compliance. Applicant must be KYD compliant while applying for ARN Registration. A separate form for ARN registration is available on AMFI Website www.amfiindia.com.
3. Application for ARN registration can be made only after obtaining the KYD Acknowledgement from the designated Points of Service and applicants must attach their KYD Acknowledgement along with the ARN application.
4. The KYD process requires Mutual Fund Distributors to provide their Proof of Identity (PAN card copy only) and Proof of Address (any valid documents listed in section B of the KYD application Form) to comply with KYD applications. AMFI reserves the right to seek any additional information / documentation.
5. AMFI/CAMS will not be liable for any errors or omissions on the part of the applicant in the KYD Application Form. Documents received in support of KYD applications will be verified at the designated "Points of Service" (PoS), on a best effort basis. However acceptance and processing of the KYD Application Form is subject to independent verification by CAMS. In the event of any KYD Application Form being rejected for lack of information/ deficiency/ insufficiency of mandatory documentation, etc. CAMS will inform the applicant of such rejection. In case where KYD application is submitted alongwith ARN registration/ Renewal form, the processing of same shall be kept pending till the deficiencies in KYD application forms are removed.
6. Once the existing ARN holders are KYD compliant, they will be required to intimate their KYD details to all the Mutual Funds with which they are empanelled.

GUIDELINES FOR FILLING UP THE KYD APPLICATION FORM

General

1. The Application Form should be completed in **ENGLISH** and in **BLOCK LETTERS**.
2. Please tick in the appropriate box wherever applicable.
3. Please fill the form in legible handwriting so as to avoid errors in your application processing. Please do not overwrite. Corrections should be made by canceling and re-writing, and such corrections should be counter-signed by the applicant.
4. Applications incomplete in any respect and/or not accompanied by required documents are liable to be rejected.
5. Applications complete in all respects and carrying necessary documentary attachments should be submitted at the designated PoS. A complete list of PoS is available on the website of AMFI at www.amfiindia.com, as well as CAMS www.camsonline.com.
6. You are required to submit a Proof-of-Identity document (PAN card is the only document which can be submitted) and a Proof-of-Address document for address filled by you in this form. Documents submitted to support Identity and Address should be

i. Proof of Identity

- Original PAN Card + Self-attested photocopies (Originals will be returned over-the-counter after verification)

ii. Proof of Address

- Original Documents + Self-attested photocopies (Originals will be returned over-the-counter after verification)

A. Identity Details

1. Name : Please state your name as Title (Mr / Mrs / Ms / Dr / Commander / etc.), First, Middle and Last Name in the space provided. **This should match with the name as mentioned in the PAN card failing which the application is liable to be rejected. If the PAN card has a name by which the applicant has been known differently in the past, than the one provided in this application form, then requisite proof should be provided e.g. marriage certificate, or gazetted copy of name change.**
2. Date of Birth: Please ensure that this matches with the Date of Birth as indicated in the PAN card.
3. Status : Please tick your current residential status.
4. PAN : PAN is mandatory to be KYD compliant. Please read instruction given in 6(i) above carefully
5. Please affix most recent colour photograph and sign across the photograph.

B. Address and Bank Details

1. Contact Details: Please provide your Telephone / Email contact details.
2. Proof of Address Documents : Please note that address mentioned by you will need to be supported by a 'Proof-of-Address' bearing your or your spouse's / parent's (documents to establish relationship also to be submitted) name as supporting documents. Please tick the box as applicable, for the document provided by you. You may attach any one of the following documents (Any document having an expiry date should be valid on the date of submission) :

• Latest* Telephone Bill • Latest* Electricity Bill • Passport • Driving License • Latest** Bank Passbook • Latest** Bank Account Statement • Voter Identity Card • Ration Card • Latest* Demat Account Statement • Registered Lease / Sale Agreement of residence

* These documents should not be more than two months old as on the date of submission of this form.

** Where bank account statement is submitted as proof of address, the said bank account should have been opened at least six months prior to the submission of application and the statement should not be more than 2 months old.

3. Proof of Bank details : Please attach a copy of cancelled cheque. If the name of the account holder is not mentioned on the cheque leaf, then also attach a copy of bank statement/ bank pass book.

C. Other details

1. Occupation details: Please indicate your current occupation/ s by ticking the appropriate box/ es applicable to you.

After you have completed filling up the KYD Application Form, please submit alongwith the entire set of supporting documents and xerox copy of the KYD application form to any designated PoS and obtain back a duplicate copy of KYD application form with receipt stamp of POS for your record purpose.

Other important notes:

After the KYD Acknowledgement is issued to you :

1. If you observe any discrepancy/ error in the details mentioned in KYD, you are requested to approach your nearest designated CAMS-PoS/ AMFI.
2. After issue of KYD acknowledgement, if there are any changes in an Applicant's details such as Name, Address, Status, Occupation or Signature, the change should be registered with CAMS through a designated PoS expeditiously, by using the KYD Details Change form. Original / Attested copies of documents supporting the change will be required to be submitted together with the KYD Details Change Form.

CHECKLIST

(Before submitting this form, please go through the following checklist)

1. Please ensure that the form is completed in all respects and signed by you.
2. Please affix your recent photograph and sign across the photograph.
3. Please attach a copy of your PAN card as proof of Identity Document. This should be a photocopy plus original for verification.
4. Please attach a Proof of address Document. This should be a photocopy plus original for verification.
5. Please attach a proof of bank details. This should be photocopy plus original for verification.
6. Please submit a photocopy of the duly completed KYD Application Form.

For assistance or enquiries please approach the Point of Service where you had submitted your KYD Application Form.