

N O R T H W R D

READY RECKONER PAN & KYC REQUIRMENT FOR MUTUAL FUND TRANSACTIONS

Effective Date	January 1, 2011
PAN & KYC formalities to be done with	CDSL Ventures Limited (CVL)
Mandatory for	<ol style="list-style-type: none"> 1) All categories of investors 2) Each applicant in case of application in joint names, POA holder and Guardian in case of investments on behalf of a minor
Not required for	Lien holders
Transactions for which this is Mandatory	<ol style="list-style-type: none"> 1) New/Additional Purchases, Switch Transactions, New SIP/ STP/ DTP registrations irrespective of the amount 2) Transmission of any value
Transactions for which this is Not Mandatory	<ol style="list-style-type: none"> 1) Redemption of any value 2) SWP 3) Existing SIP/ STP/ DTP registrations including those received till December 31, 2010 4) Dividend reinvestment transactions of any value
PAN exempt investors	<ol style="list-style-type: none"> 1) Micro SIPs i.e. up to Rs. 50,000 per year per investor [Exemption only to individuals (including NRIs but not PIOs), joint holders, Minors and Sole proprietary firms] 2) Investors residing in the state of Sikkim 3) Central Government, State Government, and the officials appointed by the courts e.g. Official liquidator, Court receiver etc. (under the category of Government) <p>If PAN is available KYC can be done with CVL.</p> <p>KYC to be done by the Mutual Fund if it is not done through CVL</p>
Procedure for registering KYC with Mutual Fund	<p>Submit list of folios to our Investor Service Centre together with copy of KYC acknowledgement received from CVL</p> <p>To be registered once in the folio for all holders</p>