

## A UNITHOLDER INFORMATION

First/Sole Unitholder Guardian

Folio No(s)

PAN  First/Sole Unitholder/Guardian  Second Unitholder  Third Unitholder

\*If there is any change in your name, please refer instructions (2) overleaf

## B Select Scheme (Default redemption for all units)

- Motilal Oswal Liquid Fund - Unclaimed Dividend - Upto 3 years,  Motilal Oswal Liquid Fund - Unclaimed Dividend - Greater than 3 years,  
 Motilal Oswal Liquid Fund - Unclaimed Redemption - Upto 3 years  Motilal Oswal Liquid Fund - Unclaimed Redemption - Greater than 3 years

## C CLAIM REQUEST (Refer instructions (1&3) overleaf)

Please pay out my unclaimed amount(s) to my bank account number registered in the above mentioned folio(s) OR to my new bank account mentioned below

Ac No.  Account Type (Please tick)  Savings  Current  NRE  NRO  FCNR  Others

Bank Name :

Branch :  Bank City :  State :

IFSC Code  MICR Code

Note:

Unitholders will receive redemption/ dividend proceeds including unclaimed amount(s) directly into their bank account via Direct Credit/ NEFT facility. The charges, if any, levied by the Unitholder's bank for receiving payments (i.e. dividend / redemption proceeds) through NEFT / RTGS and crediting the Unitholder's account, will be borne by the Unitholder.

**Proof of Identity to be provided by the First/sole Unitholder/Guardian. Please submit any one of the following valid documents and tick (✓) against the documents attached.**

- PAN  Passport  Driving Licence  Voter ID  Others  refer instruction (1) overleaf.

## D CONTACT DETAILS

STD Code  TEL. (Off.)  TEL. (Res.)  Fax

Mobile  E-mail

On providing email-id, investors shall mandatorily receive scheme wise annual report or an abridged summary thereof account statements / statutory and other documents by email. It is deemed that the Unitholder is aware of all the security risks associated with online communication including possible third party interceptions of documents sent via email.

## E CHANGE OF ADDRESS FOR UNITHOLDERS WHO ARE NOT KYC COMPLIANT

State  Pin  City  Country

Proof of Address to be attached [Refer instructions (4) overleaf]

## F UNITHOLDER(S) SIGNATURE(S)

Note:

- 1) To be signed by all unitholders, if mode of holding is joint.
- 2) Alterations in the form, if any should be countersigned as per the mode of holding registered in the folio(s).
- 3) The details provided in this form which are valid (as per verification carried out by us) will get updated/ override the previous detail(s) in the folio(s).

Declaration:

"I/We hereby declare and confirm that the information provided in this form is true and correct and is duly supported by the document proof enclosed along with the form. I/We further agree and confirm that in the event there is any discrepancy between the information provided herein and the supporting documents, the AMC/Mutual Fund shall be titled to reject the form. The AMC/Mutual Fund shall not be liable and/or responsible for any loss or damage that I/we may incur if the Form is rejected."

First/Sole Unitholder/Guardian  Second Unitholder  Third Unitholder

# INSTRUCTIONS

## 1) Proof of Identity

- 1) ANY ONE of the below mentioned documents to be submitted for First / Sole Unitholder / Guardian as valid ID proof.
- 2) PAN card/Passport/ Voter ID/Driving Licence etc.

## 2) Change of Name/Surname

Please submit a written request specifying the reason for change in name / surname along with this form. The following documents are to be submitted as valid proofs for name change as per the scenarios explained below.

a) In case of name change on account of:

- Marriage/Divorce: Copy of Marriage certificate/Divorce decree.
- Numerology/any other reason: Gazette notification.
- Non-individual: New MOA, BR, ASL along with certificate of incorporation.

b) New signature of the Unitholder duly attested by the Bank Manager.

c) Bank account proofs as per new name (refer instructions (3)).

d) Attested copy of PAN card/KYC in the new name.

Unitholder(s) who are KYC compliant, should additionally get the new name updated with the KRA. The form for change in KYC details is available on our website.

## 3) Change of Bank Mandate

### Existing Bank Details (Provide any one of below document)

- Cancelled Original cheque (bearing account number and first unit holder name on the face of the cheque)
- Original bank account statement/ True copy of the bank account statement if Original bank account statement is brought to Designated investor Service Centre (DISC) of MOMF for physical verification,
- Cancelled Original cheque (bearing account number and first unit holder name on the face of the cheque)
- True copy of the Bank passbook. Original Bank passbook to be brought to DISC for verification which will be returned across the counter after due verification
- Duly stamped original letter from the existing banker on the letter head of the bank confirming the closure of account in case the bank account is closed

### New Bank Details (Provide any one of below document)

- Cancelled Original cheque of the new bank mandate with first unit holder name bank account number printed on the face of the cheque.
- Self attested copy of bank statement
- Bank passbook with current entries not older than 3 months.
- Bank Letter duly signed by branch manager/authorized personnel

## 4) Change of address

Please submit ANY ONE of the following valid documents as proof of new address (self attested). Passport / Ration card / Registered Lease / Sale Agreement of Residence / Driving License / Voter Identity Card / Latest bank account statement / Passbook / \*Latest Telephone Bill (only Land Line) / \*Latest Electricity Bill / \*Latest Gas Bill.

\*Not more than 3 Months old. Please always mention the pincode while updating the address as it helps postal authorities and couriers in faster delivery. Change of address request for folios that are KYC compliant will not be registered by the fund and investor should get the address updated with KRA first. For Non KYC folios-Attach Proof of address AND PAN Card (OR Any other Proof of Identity for PAN exempt cases only). Copies of all documents submitted should be self attested and accompanied by originals for verification or they should be attested by a KYD complied distributor or personnel / entities authorized for attesting as per KYC guidelines.

## 5) General Instructions

- Copies of all documents submitted should be self attested and accompanied by originals for verification or they should be attested by personnel / entities authorized for attesting as per KYC guidelines.
- Motilal Oswal AMC / Fund may call for any additional documents if required.
- In the event of death of First / Sole / all Unitholders, the claimant should first complete the transmission formalities by contacting us at any of our contact details mentioned below. Subsequent to processing of the transmission, a request to claim the unclaimed amount(s) should be submitted to us.
- Please ensure that this form is complete in all respects and signed by the Unitholder(s) as per the mode of holding registered in the folio(s). The completed form should be submitted at any of our Investor Service Centres (ISCs), the details of which are available on our website.

