



**SUNDARAM MUTUAL**  
UNEARTHING OPPORTUNITIES

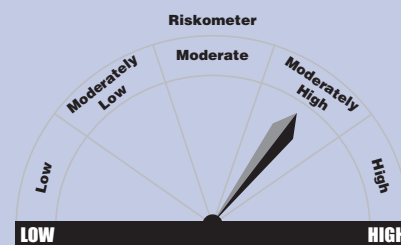
## Sundaram Long Term Micro Cap Tax Advantage Fund Series V

A 10 year close ended Equity Linked Savings Scheme

**This product is suitable for investors who are seeking\***

- Capital appreciation over a period of 10 years
- Investment in equity and equity related instruments of companies that can be termed as micro-caps along with income tax benefit

\*Investors should consult their financial advisers if in doubt about whether the product is suitable for them.



Investors understand that their principal will be at  
**Moderately High Risk**

Offer of units at Rs 10 during the new fund offer period.

**New Fund Offer opens: 29/03/2017**

**New Fund Offer closes: 29/06/2017**

Redemption of units under the Scheme available only after a three year lock-in period from the date of allotment of units.

### **Application Form & KIM**

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# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

## Key Information Memorandum

Investment Manager - Sundaram Asset Management

A 10 year close ended Equity Linked Savings Scheme

Offer at Rs 10 per unit during the New Fund Offer Period  
• New Fund Offer opens on: 29/03/2017 • New Fund Offer closes on: 29/06/2017

This Key Information Memorandum sets forth the information that a prospective investor ought to know before investing. For further details of the Scheme / mutual fund, detailed risk factors, rights of and services for investors, due diligence certificate of Sundaram Asset Management, key personnel, penalties & pending litigations, and associate transactions, to name a few, investors must, refer to the Statement of Additional Information/Scheme Information Document available free of cost at offices of Sundaram Asset Management, Investor Service Centres, distributors and at [www.sundarammutual.com](http://www.sundarammutual.com). The Scheme particulars have been prepared in accordance with the Securities and Exchange Board of India (Mutual Funds) Regulations, 1996, as amended till date, and filed with the Securities and Exchange Board of India (SEBI). The units being offered for public subscription have neither been approved or disapproved by SEBI, nor has SEBI certified the accuracy or adequacy of this KIM. This KIM is dated 14/03/2017. Please read the relevant SEBI-mandated documents carefully before investing. By filing and signing this application form, applicants are deemed to have understood and accepted the terms of the offer.

Name of the Scheme	Sundaram Long Term Micro Cap Tax Advantage Fund Series V. The NFO shall be kept open for at least 3 months in accordance with ELSS 2005 notification.			
Fund Type	A 10 year close ended Equity Linked Savings Scheme.			
Investment Objective	The investment objective of the scheme is to generate capital appreciation over a period of ten years by predominantly investing in equity and equity-related instruments of companies that can be termed as micro-cap. The investment will be eligible for Income Tax benefit. For the purpose of investment by the scheme ' Micro cap' stock is defined as one whose market cap is equal to or lower than the 301st Stock by market cap (after sorting the securities in the descending order of market capitalization) on the National Stock Exchange of India limited , Mumbai, at the time of investment. However, there is no guarantee or assurance that the investment objective of the scheme will be achieved			
Maturity Period	Sundaram Long Term Micro Cap Tax Advantage Fund Series V, with tenure of 10 years from the date of allotment. The Maturity date is reckoned from the date of allotment. If the Maturity date is not a business day, the subsequent business day shall be considered as the maturity day for the Scheme.			
Asset Allocation Pattern	Asset Class	Minimum Allocation	Maximum Allocation	Risk Profile
	Equity & equity-related securities* of micro-cap companies as defined in the investment objective	65%	100%	High
	Other equity & equity-related securities*	0%	35%	High
	Fixed Income and Money Market securities	0%	20%	Low to Medium
	*Equity-related securities shall include Cumulative Convertible Preference shares, fully Convertible Debentures and fully Convertible bonds of Companies. It shall also include partly Convertible Debentures and bonds including those issued on rights basis subject to the condition that, as far as possible, the non-convertible portion of the debentures so acquired or subscribed, shall be disinvested within a period of twelve months in accordance with ELSS guidelines.			
	"Other Equity" refers to large-cap, mid & small cap stocks. Large cap' stocks are defined as any equity stock whose market capitalization shall not be below the market capitalization of the 50th stock mid & small cap stocks are defined as any equity stock whose market capitalization shall not be above 50th stock and below 300th stocks (after sorting the securities in the descending order of market capitalization) listed with the National Stock Exchange of India Limited. For the purpose of the scheme the market capitalisation is provided below			
	Market Capitalisation			
	LARGE		Top 50 companies X > ~ Rs. 48,776 crore	
	MID		Top 50-100 companies X > ~ Rs. 22,979 crore	
	SMALL		Top 101-300 companies X > ~ Rs. 5,128 crore	
MICRO		301st company onwards X < ~ Rs. 5,128 crore		
Source: Internal, Market Cap as of February 2017 based on NSE. X is the Market Capitalisation.				
The scheme will adhere to the requirements of Equity-Linked Savings Scheme (ELSS), 2005 notified by Central Government in terms of clause (xiii) of Section 80C (2) of the Income Tax Act, 1961 on November 03, 2005. Accordingly, in conformity with the requirements of Equity-Linked Savings Scheme (ELSS), under normal circumstances, a minimum of 80% of the funds of this Scheme will be invested in equities or equity related instruments. The balance portion would be invested in debt and money market instruments. The Scheme shall invest in Fixed Income / money market securities which mature on or before the maturity date of the scheme.				
The scheme will not invest in securitised debt. The Scheme shall not invest in ADR/GDR/overseas securities. The scheme shall not engage in securities lending and short selling. The scheme shall not invest in repo in corporate bond. The scheme shall not invest in Derivatives.				
Pending deployment and in line with the investment objective, the funds of the Scheme pertaining to equity portion may be invested in short-term money market instruments or other liquid instruments or both.				
For the fixed income portion, the funds of the Scheme may be invested, pending deployment and in line with the investment objective, in short-term deposits with scheduled commercial banks in accordance with SEBI Circulars SEBI/IMD/CIR No.9/20306/03 dated November 12, 2003 and SEBI/IMD/Cir No.1/91171/07 dated April 16, 2007.				
The Scheme shall commence investment only on completion of the New Fund Offer period. Scheme is permitted to invest in Money Market instruments during the NFO period. In the last six months of the tenure of the respective series of the scheme, the exposure to non micro-cap stocks may go up to 100 per cent in order to facilitate smooth completion of maturity of the scheme.				
Portfolio rebalancing/Changes in Investment Pattern: Subject to SEBI Regulations, the asset allocation pattern may change from time to time for a short term and for defensive considerations, keeping in view the market conditions/ applicable regulations/political & economic factors, the perception of the Investment Manager; the intention being at all times to seek to protect the interests of the Unit holders. Rebalancing across sectors and stocks based on valuation levels relative to growth shall be a dynamic exercise, as this is crucial to performance.				
The fund manager of the Scheme shall examine factors such as the overall macro-economic conditions, valuation levels, sector-specific factors, company-specific factors and trends in liquidity, to name a few, and reduce the equity exposure, if warranted, to lower levels and raise the fixed income component of the portfolio as a tactical call.				
The fund manager shall seek to raise the equity exposure if the environment is conducive. This process of rebalancing may take place in a dynamic manner on a regular basis. Cash calls (with deployment in appropriate money-market and fixed-income securities), changes in the degree of overweight and underweight to sectors and changes in allocation levels to stocks with varying attributes be used to balance the portfolio. if the macro-economic conditions and market levels warrant, the fund manager may on an exceptional basis, increase or reduce the equity exposure and correspondingly reduce or increase the fixed-income component of the portfolio beyond the asset allocation boundary and market cap indicated in the table for normal circumstances. Such an allocation in exceptional circumstances shall be adopted with the approval of the Executive Committee of Sundaram Asset Management. In the event of the asset allocation falling outside the limits specified in the asset allocation table due to any of the aforesaid events, the Fund Manager shall rebalance the same within 30 days. The Executive committee of the Investment Manager, shall then decide on the course of action. However, at all times the portfolio will adhere to the overall investment objectives of the Scheme.				
Investment Strategy	The focus of this Scheme is to give optimum returns in the medium to long term with a diversified portfolio of micro-cap stocks. There is no fixed thumb rule as to what constitutes a micro-cap stock, the fund is fixing the universe using the threshold of stocks with a market cap equal to or lower than that of the 301st stock by market cap on the NSE. A portion of the Scheme's assets would be invested in relatively liquid large capitalisation stocks. Investments may also be made in Initial Public Offerings, Medium and Small Capitalisation stocks and unlisted securities. The fund may also from time to time invest in unrated and non publicly offered illiquid securities. The fund has a policy of internal valuation of all debt investments and such investments will be made subject to necessary approvals. 1. We define Micro cap as those stocks whose market capitalisation is equal to or lower than the 301st stock by market cap (after sorting the stocks in descending order of market cap) on the National Stock Exchange of India. We believe our universe of investable stocks is between 301 and 700 – i.e. a total of 400 stocks. The aggregate market capitalization of these 400 stocks is Rs 8.60 lakh crores and their average trading volumes (10 day trading average, source, Bloomberg) is 602,158 with the largest trading volume of 2.26 crore shares and smallest trading volume of 31. Leaving out the bottom 100 least liquid stocks the trading volume of the 300th stock in the universe of 400 stocks is 134,077. As our portfolio is most likely to be confined towards the larger end of the Universe we feel that there will be adequate liquidity for the portfolio.			

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	<p>2. Our portfolio will consist of around 50 stocks and one of the criteria for selecting a stock will be liquidity (i.e. adequate trading volumes). We will ensure that only stocks with adequate trading volume will be purchased. (Adequate trading volume will be defined as trading volume sufficient to exit the stock in its entirety within 15 days based on the 10 day trading volume prior to the date of purchase). We have an in-house risk management team who will monitor the trading volumes of each of the stocks on a daily basis and will red flag any potential cause for concern if the trading volumes were to fall for any reason. Once a stock has been red flagged we will have an Investment committee meeting comprising of the Fund Manager, the CEO, the MD and Head of Operations and the committee will decide if we need to exit the stock.</p> <p>3. We will also ensure on an ongoing basis that the entire portfolio can be liquidated within 30 days assuming 50% of the average trading volume of the stocks.</p> <p>4. As we near the expiry of the lock-in period for the Fund we will gradually liquidate the least liquid of these stocks first and move them to money market instruments thereby ensuring adequate liquidity for redemptions.</p> <p>In the event of deviations, the fund manager will carry out rebalancing within 30 days.</p> <p>The fund shall follow a combination of Top-down and Bottom-up approach to investing in equity and equity related investments. Investments will be pursued in select macro themes, which cut across various industries and sub sectors (e.g. Restructuring, Infrastructure spending, Skilled labour, etc.). Within such a framework, the emphasis will be on investing in companies with quality management unique business strength, sustainable medium/long term growth and reasonable valuations. The Investment Manager will keep in mind the Investment Objective of the Scheme and the applicable Regulations/Equity-Linked Savings Scheme Guidelines.</p>																											
Risk Profile	Mutual Fund Units involve investment risks including the possible loss of principal. Please read the Statement of Additional Information and Scheme Information Document carefully for details on risk factors before investment.																											
Risk Mitigation	<p>The risk of concentration in the portfolio shall be mitigated by having internal fund management guidelines that provide for single-stock – subject to the SEBI prescribed limit of 10% - and sector exposure limits. The adherence shall be monitored by the Risk Management team that reports to the Managing Director / Chief Executive Officer of the Investment Manager. Deviation, if any, from the limit, together with justification by the Fund Manager, will be placed before Managing Director / Chief Executive Officer for approval.</p> <p>An independent risk management team is in place to oversee and monitor portfolio risk on a day-to-day basis. Internal risk control guidelines are in place and the portfolio contours are tracked on a daily basis to ensure adherence. Any deviation is brought to the notice of the Managing Director / Chief Executive Officer and the fund manager for corrective action. Follow up actions are made to ensure that the deviation is corrected within the time period prescribed in internal risk control guidelines. Adherence to limits from SEBI Regulations as well as stipulations in the Scheme Information Document is monitored by the compliance team.</p> <p><b>Committee monitoring risk management:</b> The Board of Sundaram Asset Management has constituted a Committee comprising Managing Director &amp; Two Independent Directors to monitor risk management. CEO, Heads of Equity and Fixed Income and the Risk Officer are invitees to the Committee. The Compliance Officer shall act as the Secretary to the Committee. The Committee will review the risk guidelines with respect to equity and fixed income funds, check deviations from set limits of investments, set/modify the limits of counter party exposure, review exceptions and overrides and suggest improvements to the framework/formats. The Internal Investment Committee and Credit Committee will approve the:</p> <ul style="list-style-type: none"><li>• Guidelines in the Universe of securities</li><li>• Global Issuer limits (including limit per maturity)</li><li>• Counterparty limits</li><li>• Revised existing issuer and counterparty limits</li><li>• Limits applicable to each fund such as Credit Diversification ratio, Duration Limit, WAM Limit, Maximum Maturity Limit, Liquidity Risk Limits, Valuation Risk Limits, Risk Grade Limits etc.</li></ul> <p><b>Risk Guidelines:</b> Sundaram Asset Management has internal investment norms and risk guidelines for equity and debt investments.</p> <p><b>Risk Control:</b> Risk control is customized by for each scheme according to the level of risk the fund can expose investors to, as specified in the investment mandate of the Scheme Information Document.</p>																											
Plans and Options	<p><b>Plans:</b> Regular Plan and Direct Plan <b>Options:</b> Growth, Dividend Payout &amp; Dividend Sweep (This option will be available only when the dividend amount payable to the investor's account on the Record Date in a folio is equal to or more than Rs.1000/- . The dividend so payable will be automatically swept into the Regular Plan (Growth Option) / Direct Plan (Growth Option), depending upon whether the investment was registered with or without broker code, of Sundaram Money Fund at the applicable NAV. The sweep out date shall be deemed to be the dividend payment date).</p> <p>If investment option is not indicated the default option will be Growth. If neither the plan nor the ARN code is mentioned in the application form, the default plan shall be Direct Plan</p> <p>If investment option is not indicated the default option will be Growth.</p> <p>All plans and options available for offer under the scheme will have the same portfolio.</p> <p>Direct Plan is only for investors who purchase /subscribe Units into the Scheme directly with the Fund and is not available for investors who route their investments through a Distributor.</p> <p>All categories of investors (whether existing or new Unitholders) as permitted to invest in this scheme are eligible to subscribe under Direct Plan. Investments under Direct Plan can be made through various modes offered by the Fund for investing directly with the Fund (except Stock Exchange Platform(s) and all other Platform(s) where investors' applications for subscription of units are routed through Distributors).</p> <p>The expense ratio of Direct Plan shall be lower than that of the Regular Plan as it shall exclude distribution expenses, commission, etc. No commission for distribution of Units will be paid / charged under Direct Plan. The direct plan will also have a separate NAVs for each option.</p> <p>Investors wishing to subscribe under Direct Plan of a Scheme will have to indicate "Direct Plan" under the Plans name in the application form.</p> <p>The following matrix will be applied for processing the applications in the Regular or Direct Plan:</p> <table><tr><th>Broker Code mentioned by the investor</th><th>Plan mentioned by the investor</th><th>Plan under which units will be allotted</th></tr><tr><td>Not mentioned</td><td>Not mentioned</td><td>Direct Plan</td></tr><tr><td>Not mentioned</td><td>Direct</td><td>Direct Plan</td></tr><tr><td>Not mentioned</td><td>Regular</td><td>Direct Plan</td></tr><tr><td>Mentioned</td><td>Direct</td><td>Direct Plan</td></tr><tr><td>Direct</td><td>Not Mentioned</td><td>Direct Plan</td></tr><tr><td>Direct</td><td>Regular</td><td>Direct Plan</td></tr><tr><td>Mentioned</td><td>Regular</td><td>Regular Plan</td></tr><tr><td>Mentioned</td><td>Not Mentioned</td><td>Regular Plan</td></tr></table> <p>In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under Regular Plan.</p> <p>The Investment Manager shall contact and obtain the correct ARN code within 30 calendar days of the receipt of the application form from the investor/ distributor. In case, the correct code is not received within 30 calendar days, the AMC shall reprocess the transaction under Direct Plan from the date of application without any exit load.</p> <p><b>Growth option:</b> Investors who prefer to accumulate the income and also do not have a need to receive the cash flow to meet specific financial goals can opt for the growth option. The income earned on the units will remain invested in the Scheme and will be reflected in the Net Asset Value. No dividend will be declared under this option. If units of this option are held as a capital asset for a period of at least 12 months from the date of allotment, income from such units will be treated as long-term capital gains for tax purposes.</p> <p><b>Dividend option:</b> Unit holders opting for the Dividend Option will only receive dividend. All unit holders whose names appear in the Register of the Scheme/ Statement of beneficial owners maintained by the Depositories in the Dividend Option category as on the Record Date will be entitled to the dividend. The details of the Record Date for any Dividend that may be declared will be notified through the Stock Exchange where the Units are listed/ designated investor service centers/ newspapers.</p> <p>Investors may note that where the Units are held in Demat Form, details of any change in address / bank details are to be provided to the respective Depository Participant for the purpose of dividend payment. The dividend payment will be subject to the distribution tax, if any, payable by the Mutual Fund as per the Income Tax Act, 1961 or other laws in force. After the record date for distribution of dividend, the NAV per unit may decline to the extent of the payout and distribution tax, if any.</p> <p>The Investment Manager shall dispatch the dividend cheque/warrant to unit holders within 30 days of declaration of dividend. The cheques/warrant will be drawn in the name of the sole/first holder and will be posted/mailed to the address indicated by the investor in the application form. Investors are required to provide bank account details - the name of the bank, branch and account number - in the application form. Dividend payment may also be done by Direct Credit subject to availability of necessary facility at each location. For further details please refer to the Application Form.</p>	Broker Code mentioned by the investor	Plan mentioned by the investor	Plan under which units will be allotted	Not mentioned	Not mentioned	Direct Plan	Not mentioned	Direct	Direct Plan	Not mentioned	Regular	Direct Plan	Mentioned	Direct	Direct Plan	Direct	Not Mentioned	Direct Plan	Direct	Regular	Direct Plan	Mentioned	Regular	Regular Plan	Mentioned	Not Mentioned	Regular Plan
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Mentioned	Not Mentioned	Regular Plan																										
Minimum Application Amount	For both Regular and Direct Plan Rs. 500/- and multiples of Rs. 500/- thereafter.																											

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<b>Listing</b>	The Trustee may, at its sole discretion, list the units on one or more stock exchanges at a later date. A suitable public announcement will be made if any such move is initiated.
<b>Redemption &amp; switch-out on an ongoing basis to other Scheme of Sundaram Mutual Fund</b>	<p>As per ELSS guidelines, redemption of units will be allowed after an initial lock-in-period of 3 years from the date of allotment:</p> <ol style="list-style-type: none"> <li>The repurchase price shall be announced by the AMC after 1 year from the date of allotment of the units and thereafter on a half yearly basis or as frequently as may be decided by AMC.</li> <li>After a period of three years from the date of allotment of units, when the repurchase of units is to commence, the AMC shall announce the repurchase price during the Specified Redemption Period i.e., The Scheme will offer redemption /switch out of the units on every business day at NAV based prices after the lock in period of 3 years from the date of allotment and accordingly the Repurchase price will be declared on every business day.</li> </ol> <p>The Units purchased under this scheme can be sold back to the fund on any business day after the lock in period of three years from the date of allotment and would be subject to the exit load, if any. Repurchase of Units will be at the repurchase price prevailing on the date the units are tendered for repurchase and will be based on the applicable NAV.</p> <p>As per ELSS 2005 notification, If ninety per cent or more of the units under the scheme are repurchased before completion of ten years, the Mutual Fund may at its discretion, terminate the scheme even before the stipulated period of ten years and redeem the outstanding units at the final repurchase price to be fixed by Mutual Fund.</p>
<b>Liquidity</b>	The Scheme will offer redemption / Switch out on every business day at NAV based prices after the lock - in period of three years from the date of allotment.
<b>Minimum Redemption Amount (after three year lock in period)</b>	<p>Redemption/switch-out is permitted after the lock in period of 3 years from the date of allotment. The minimum amount of Redemption/switch-out would be Rs. 500/- or 50 Units or account balance whichever is lower.</p> <p>In the event of the death of the assessee, the nominee or legal heir, as the case may be, shall be able to withdraw the investment only after the completion of one year from the date of allotment of the units to the assessee or anytime thereafter.</p>
<b>Additional Mode of Payment during NFO</b>	Investors may apply for the Schemes through <b>Applications Supported By Blocked Amount (ASBA)</b> process during the NFO period by filling in the ASBA form and submit the same to their respective banks, which in turn will block the subscription amount in the said amount as per the authority contained in ASBA form, and undertake other tasks as per the procedure specified therein. For applicants applying through ASBA, on allotment, the amount will be unblocked in their respective bank accounts and account will be debited only to the extent required to pay for allotment of Units applied in the application form. For complete details and ASBA process refer to Statement of Additional Information (SAI) available on our website <a href="http://www.sundarammutual.com">www.sundarammutual.com</a>
<b>Registration of Bank Account</b>	<p>The Unitholders may choose to receive the redemption/dividend proceeds in any of the bank accounts, the details of which are registered with the AMC by specifying the necessary details in the "Bank Accounts Registration form" which will be available at our office/Sundaram BNP Paribas Fund Services Ltd and on the website of <a href="http://www.sundarammutual.com">www.sundarammutual.com</a>. Individuals, HUFs, Sole proprietor firms can register up to five bank accounts and other investors can register up to ten bank accounts in a folio. The unitholder can choose anyone of the registered bank accounts as default bank account. In case the investor fails to mention any preference, then by default the first number indicated in the list shall be the preferred account number.</p> <p>If unit holder(s) provide a new and unregistered bank mandate or a change of bank mandate request with a specific redemption proceeds (with or without necessary supporting documents), such bank account may not be considered for payment of redemption proceeds, or the Fund may withhold the payment for up to 10 calendar days to ensure validation of new bank mandate mentioned.</p> <p>Valid change of bank mandate requests with supporting documents will be processed within ten business days of necessary documents reaching the head office of the RTA and any financial transaction request received in the interim will be carried based on previous details only. For more details please refer our website <a href="http://www.sundarammutual.com">www.sundarammutual.com</a>. For any queries and clarifications that you may have, please get in touch with us at our office or call 1860 425 7237 (India) +91 44 4083 1500 (NRI).</p>
<b>Applicable NAV(after the scheme opens for repurchase and sale)</b>	<p>Being a Close Ended Scheme, there will be no allotment or Switch-in on an ongoing basis.</p> <p>The Scheme will offer redemption / Switch out on every business day at NAV based prices after the lock - in period of three years from the date of allotment.</p> <p>Cut off timing shall be as per the following details:</p> <ul style="list-style-type: none"> <li>For redemption/switch request received before 3.00 pm on any business day, the closing NAV of the day of receipt of application.</li> <li>For redemption/switch request received after 3.00 pm on any business day, the closing NAV of next business day after the receipt of application.</li> </ul> <p>Applications received by post will be deemed to have been submitted on the date of receipt at the registrar's end. The repurchase price for the above will be based on the prospective NAV of the following day and it will incorporate the applicable exit load, if any. In case the offices of the AMC or the registrars or the Official Points of Acceptance are closed for any reason the repurchase date will be taken as the date of the next business day.</p>
<b>Special products / facilities available during the NFO</b>	<p><b>During the NFO:</b></p> <ul style="list-style-type: none"> <li>Investors may apply for the Units of the Schemes through Applications Supported by Blocked Amount (ASBA) process by filling in the ASBA form and submitting the same to their respective banks.</li> <li>DD charges shall be borne by Investment Manager as per prevailing SBI charges provided there is no office of the Investment Manager/Collecting centers in that place</li> <li>Switch from any existing Equity/Debt/Liquid Schemes of Sundaram Mutual into the Units of the Scheme during the NFO Period can be done during the NFO Period. For details the Investor Service Centres can be contacted.</li> <li>An investor may purchase the units in different options available for subscription under Regular Plan of the Scheme through NSE MFSS &amp; BSE StAR Platform (Stock Exchange infrastructure) only during the NFO period. Switching of Units is not permitted under this facility. Investors may hold the Units in physical or dematerialized form. MFSS and StAR are electronic platforms introduced by NSE and BSE respectively for transacting in units of Mutual Funds. The electronic platforms will be available on all business days of the Capital Market segment. The platforms will be available for Participants between 9 a.m. until 3 p.m. The eligible AMFI certified stock exchange brokers will be considered as Official Points of Acceptance (OPA) of Sundaram Mutual Fund. Investors are requested to note that the facility for transacting in mutual fund schemes through stock exchange infrastructure is available subject to such limits, operating guidelines, terms and conditions as may be prescribed by the respective stock exchange(s) and guidelines issued by SEBI from time to time. The Trustees of Sundaram Mutual reserves the right to change/modify the features of this facility at a later date.</li> </ul> <p><b>MF Utility Platform</b></p> <p>All financial and non-financial transactions pertaining to Schemes of Sundaram Mutual Fund can be done through MFU either electronically on <a href="http://www.mfunline.com">www.mfunline.com</a> as and when such a facility is made available by MFUI or physically through the authorized Points of Service ("POS") of MFUI with effect from the respective dates as published on MFUI website against the POS locations. The list of POS of MFUI is published on the website of MFUI at <a href="http://www.mfindia.com">www.mfindia.com</a> as may be updated from time to time. The Online Transaction Portal of MFUI i.e. <a href="http://www.mfunline.com">www.mfunline.com</a> and the POS locations of MFUI will be in addition to the existing Official Points of Acceptance ("OPA") of the AMC. The uniform cut-off time as prescribed by SEBI and as mentioned in the SID / KIM of respective schemes shall be applicable for applications received on the portal of MFUI i.e. <a href="http://www.mfunline.com">www.mfunline.com</a>. However, investors should note that transactions on the MFUI portal shall be subject to the eligibility of the investors, any terms &amp; conditions as stipulated by MFUI / Mutual Fund / the AMC from time to time and any law for the time being in force.</p> <p><b>During the ongoing offer period:</b></p> <ul style="list-style-type: none"> <li>The units of the scheme are freely transferable by act of parties or by operation of law after three years lock in period. For effecting a transfer the applicable transfer, form(s) shall be duly stamped and signed by all the unit holders and submitted along with the relevant unit certificate(s). The Asset Management Company shall on production of instrument of transfer together with the relevant unit certificates, register the transfer and return the unit certificates to the transferee within thirty days from the date of lodgment of transfer request at the office of the Registrar.</li> <li>As the Units of the Scheme will also be issued in dematerialized form, the Units will be transferable in accordance with the provisions of SEBI (Depositories and Participants) Regulations, as may be amended from time to time. The delivery instructions for transfer of Units will have to be lodged with the DP in the requisite form as may be required from time to time and transfer will be effected in accordance with such rules/regulations as may be in force governing transfer of securities in dematerialized form. However Units under a pledge or an attachment order of a legal authority or Court cannot be transferred</li> <li>Pledge or Assignment of units can be made after three year lock-in period</li> <li>In the case of Units held in Demat Form, the procedures/Rules of the Depository Participant will be applicable.</li> </ul>
<b>Despatch of Redemption Proceeds</b>	Investors may submit redemption requests after the three year lock in period. On maturity of the scheme (which is ten years from the allotment date), the units shall be automatically redeemed. The redemption proceeds shall be mailed to the investors within ten working days.
<b>Dividend Policy</b>	<p>The Trustee Company reserves the right to distribute dividend subject to availability of distributable surplus. Dividend is declared on the face value of Rs 10 per unit. After declaration and payment of dividend, the ex-dividend NAV will decline to the extent of the dividend payment. The details of the Record Date for any Dividend that may be declared will be notified through the Stock Exchange where the Units are listed/ designated investor service centers/ newspapers. Please read the Scheme Information Document for further details. In case of delay, the AMC shall be liable to pay interest @ 15 per cent per annum to the unit holders. It may be noted that the Mutual Fund is not guaranteeing or assuring any dividend. Please read the Scheme Information Document for details. In the case of Units held in Demat Form, details/ changes concerning Bank Account/ Address etc are to be sent to the respective DP.</p>
<b>Name of the Fund Managers</b>	S Krishnakumar & Dwijendra Srivastava



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Benchmark	Nifty Small Cap 100. The Nifty Small Cap 100 was launched on January 01, 2004 and is designed to measure the performance of small-cap companies listed at NSE Ltd. The composition of the aforesaid benchmark is such that it is most suited for comparing performance of the scheme. This is the only metric that is proximate in tracking the micro-cap category																																																													
Name of the Trustee Company	Sundaram Trustee Company Ltd																																																													
Load Structure	Entry Load: Nil Exit Load: Not applicable. Please note that buying and selling the units of the scheme on the stock exchange is based on market price. However, investors will have to bear the cost of brokerage and applicable taxes on the brokerage and other relevant charges as applicable for transacting on secondary market.																																																													
Transaction Charge to Distributors	In addition to the existing upfront commission payable to the distributor, the distributor would be allowed to charge the Investor a Transaction Charge (@ Rs150 for a New Investor and @Rs100 for an existing Investor)where the amount of investment is Rs. 10,000 and above on a per subscription basis. The Transaction Charge will be deducted by the AMC from the amount remitted and paid to the Distributor. The balance amount will be invested in the scheme. The Transaction charge will not apply to direct Investments. For more details, please refer to the section 'Your guide to fill the application form'. The distributors can opt-in / opt-out of levying transaction charges based on 'type of the Product/Scheme' instead of 'for all Schemes'. Accordingly, the transaction charges would be deducted from the subscription amounts, as applicable. However, the distributor shall not be able to opt-in or opt-out at the investor-level i.e. a distributor shall not charge one investor and choose not to charge another investor.																																																													
Initial Issue Expenses	Initial issue expenses shall be borne by the Investment Manager/AMC and not by the scheme of mutual fund.																																																													
Performance	Being a new Scheme it does not have any performance track record.																																																													
Recurring Expenses	<p>1. The total annual recurring expenses of the Scheme, excluding deferred revenue expenditure written off, issue or redemption expenses, but including the investment management and advisory fee that can be charged to the scheme shall be within the limits specified in Regulation 52 of SEBI (Mutual Funds) Regulations. The expenses chargeable to the scheme shall include investment management &amp; advisory fee, Trustee fee, custodian fee, Registrar and Transfer Agent fee, Audit fee, Marketing and Selling expenses and other expenses (including listing fee). as listed in the table below:</p> <table><tr><th>Expense Head</th><th>% of daily Net Assets</th></tr><tr><td>Investment Management and Advisory Fees</td><td></td></tr><tr><td>Trustee fee</td><td></td></tr><tr><td>Audit fees</td><td></td></tr><tr><td>Custodian fees</td><td></td></tr><tr><td>RTA Fees</td><td></td></tr><tr><td>Marketing &amp; Selling expense incl. agent commission</td><td></td></tr><tr><td>Cost related to investor communications</td><td></td></tr><tr><td>Cost of fund transfer from location to location</td><td></td></tr><tr><td>Cost of providing account statements and dividend redemption cheques and warrants</td><td></td></tr><tr><td>Costs of statutory Advertisements</td><td></td></tr><tr><td>Cost towards investor education &amp; awareness (at least 2 bps)</td><td></td></tr><tr><td>Brokerage &amp; transaction cost over and above 12 bps for cash market trades</td><td></td></tr><tr><td>Service tax on expenses other than investment and advisory fees</td><td></td></tr><tr><td>Service tax on brokerage and transaction cost</td><td></td></tr><tr><td>Other expenses</td><td></td></tr><tr><td>Maximum total expense ratio (TER) permissible under Regulation 52 (4) and (6) (c)</td><td>Upto 2.50%</td></tr><tr><td>Additional expenses for gross new inflows from specified cities under regulation 52 (6A) (b)</td><td>Upto 0.30%</td></tr></table> <p>The maximum total expense ratio (TER) permissible under Regulation 52 (4) and (6) (c) that can be charged to the scheme as a percentage of daily net assets shall be as follows: First Rs 100 crore: 2.50% Next Rs 300 crore: 2.25% Next Rs 300 crore: 2.00% On assets in excess of Rs 700 crore: 1.75% As per Regulation 52(6A)(b), the an additional expense upto 0.30% (30 basis points) on the daily net assets shall be charged to the scheme if new inflows into the scheme from beyond top 15 cities as specified by SEBI, from time to time, are at least: (i) 30% of the gross new inflows in the scheme (or) (ii) 15% of the average assets under management (year to date) of the scheme, whichever is higher. In case the inflows from such cities is less than the higher of (a) or (b) above, expenses shall be charged to the scheme on a proportionate basis as prescribed in the SEBI circular dated September 13, 2012. The amount so charged shall be utilised for distribution expenses incurred for bringing inflows from such cities. However, the amount incurred as expense on account of inflows from such cities shall be credited back to the Scheme(s) in case the said inflows are redeemed within a period of one year from the date of investment. Top 15 cities shall mean top 15 cities based on Association of Mutual Funds in India (AMFI) data on 'AUM by Geography - Consolidated Data for Mutual Fund Industry' as at the end of the previous financial year. Distribution expenses will not be charged in Direct Plan and no commission shall be paid from Direct Plan. The total expense ratio of Direct Plan shall be lower by atleast 12.5% vis-a-vis the Regular Plan. i.e., If the expenses of Regular Plan are 100 bps, the expenses of Direct Plan shall not exceed 87.5 bps. Note: The above percentage is based on the prevailing expenses ratio. Any change in the above mentioned distribution expenses/commission will be replaced while filing the final SID. Sundaram Asset Management reserves the right to charge different heads of expenses, both inter-se or in total, within the overall limits as specified in the table above.</p> <table><tr><th colspan="2">Value of Rs.10000 on 12% annual returns in 1 year, considering 1% Expense Ratio</th></tr><tr><td>Amount Invested</td><td>10,000.00</td></tr><tr><td>NAV at the time of investment</td><td>10</td></tr><tr><td>No. of units</td><td>1,000.00</td></tr><tr><td>Assume gross appreciation of 12%</td><td></td></tr><tr><td>Gross NAV</td><td>11.2</td></tr><tr><td>Expenses (assuming 1% Expense Ratio on average of opening &amp; closing NAV)</td><td>0.11</td></tr><tr><td>Actual NAV at the end of 1 year post expenses (assuming Expense Ratio as above)</td><td>11.09</td></tr><tr><td>Value of Investment at the end of 1 year (Before Expenses)</td><td>11,200.00</td></tr><tr><td>Percentage Return</td><td>11.2%</td></tr><tr><td>Value of Investment at the end of 1 year (After Expenses)</td><td>11,094.00</td></tr><tr><td>Percentage Return</td><td>10.94%</td></tr></table>		Expense Head	% of daily Net Assets	Investment Management and Advisory Fees		Trustee fee		Audit fees		Custodian fees		RTA Fees		Marketing & Selling expense incl. agent commission		Cost related to investor communications		Cost of fund transfer from location to location		Cost of providing account statements and dividend redemption cheques and warrants		Costs of statutory Advertisements		Cost towards investor education & awareness (at least 2 bps)		Brokerage & transaction cost over and above 12 bps for cash market trades		Service tax on expenses other than investment and advisory fees		Service tax on brokerage and transaction cost		Other expenses		Maximum total expense ratio (TER) permissible under Regulation 52 (4) and (6) (c)	Upto 2.50%	Additional expenses for gross new inflows from specified cities under regulation 52 (6A) (b)	Upto 0.30%	Value of Rs.10000 on 12% annual returns in 1 year, considering 1% Expense Ratio		Amount Invested	10,000.00	NAV at the time of investment	10	No. of units	1,000.00	Assume gross appreciation of 12%		Gross NAV	11.2	Expenses (assuming 1% Expense Ratio on average of opening & closing NAV)	0.11	Actual NAV at the end of 1 year post expenses (assuming Expense Ratio as above)	11.09	Value of Investment at the end of 1 year (Before Expenses)	11,200.00	Percentage Return	11.2%	Value of Investment at the end of 1 year (After Expenses)	11,094.00	Percentage Return	10.94%
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# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

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	<p><i>Note: Please note that the above is an approximate illustration of the impact of expense ratio on the returns, where the Gross NAV has been simply reduced to the extent of the expenses. In reality, the actual impact would vary depending on the path of returns over the period of consideration. Expenses will be charged on daily net assets.</i></p> <p>2. Brokerage and transaction costs which are incurred for execution of trades and included in the cost of investment shall be charged to the Scheme(s) in addition to the total expense limits prescribed under Regulation 52 of the SEBI (Mutual Funds) Regulations. These expenses shall not exceed 0.12% of the value of trades in case of cash market transactions. Payment towards brokerage and transaction cost in excess of 0.12% for cash market transactions shall be charged to the scheme within the maximum limits prescribed under regulation 52 of the SEBI (Mutual Funds) Regulations, 1996. Any expenditure (including brokerage and transaction cost, if any) in excess of the prescribed maximum limit shall be borne by the Investment Manager or by the Trustee or Sponsor.</p> <p>3. The Investment Manager shall set apart at least 0.02% (2 basis points) on the daily net assets of the scheme(s) within the maximum limit of total expense ratio prescribed under Regulation 52 of SEBI (Mutual Funds) Regulations for initiatives towards investor education and awareness taken by Sundaram Mutual fund.</p> <p>4. Service Tax:</p> <ul style="list-style-type: none"><li>- Pursuant to SEBI circular no CIR/IMD/DF/24/2012 dated November 19, 2012, Service Tax on brokerage and transaction cost paid for execution of trade, if any, shall be within the expenses limit prescribed under Regulation 52 of SEBI (Mutual Funds) Regulations.</li><li>- Service Tax on investment management and advisory fee shall be charged to the scheme in addition to the maximum limit of total expense ratio as prescribed in Regulation 52 of SEBI (Mutual Funds) Regulations.</li><li>- Service Tax for services other than investment management and advisory shall be charged to the scheme within the maximum limit of total expense ratio as prescribed in Regulation 52 of SEBI (Mutual Funds) Regulations.</li></ul> <p><b>Any circular/clarification issued by SEBI in regard to expenses chargeable to the Scheme/Plan(s) will automatically become applicable and will be incorporated in the SID/SAI/KIM accordingly.</b></p>															
Tax Implications	<p>This summary of tax implications is based on the current provisions of the applicable tax laws. This information is provided for general purpose only. In view of the individual nature of tax implications, investors are advised to refer the provisions of the Income-Tax Act and/or consult their investment/tax advisor with respect to the specific tax implications arising out of an investment in the scheme.</p> <p><b>A. For the Mutual Fund:</b></p> <ul style="list-style-type: none"><li>• Income of Sundaram Mutual Fund: Exempt from tax</li><li>• Distribution of Income to Unit holders: Tax free</li></ul> <p><b>B. For The Investors:</b></p> <ul style="list-style-type: none"><li>• Long-term capital gains on Sale of Units held for more than 12 months: Exempted.</li><li>• Short-term capital gains on Sale of Units held for less than 12 months: 15% Plus applicable Surcharge &amp; cess.</li><li>• Securities Transaction Tax on Repurchase of Units: Payable at 0.001% on the value of units redeemed.</li><li>• Tax deduction at source: Not applicable for persons resident in India; TDS applies to NRIs/FIIs on Capital Gains on account of redemption of units.</li><li>• Wealth tax/Gift Tax: Not Applicable.</li><li>• Surcharge on Income-tax:</li></ul> <table><tr><th>Particulars</th><th>Individuals/ HUF/AOP/BOI *</th><th>Firm/ Co-op Society</th><th>Domestic Company</th><th>Foreign Company</th></tr><tr><td>Income in the range of Rs. 1 crore – Rs. 10 crore</td><td>15%</td><td>12%</td><td>7%</td><td>2%</td></tr><tr><td>Income is above Rs. 10 crore</td><td>15%</td><td>12%</td><td>12%</td><td>5%</td></tr></table> <p>Further, Cess will be payable at 3% of total tax for all the cases. * As per the Finance Bill 2017, Surcharge will be applicable @ 10%, where the income exceeds Rs. 50 lakhs but does not exceed Rs. 1 crore w.e.f 01/04/2017. Investors should also refer to the Statement of Additional Information available at <a href="http://www.sundarammutual.com">www.sundarammutual.com</a> for more but not exhaustive details.</p>	Particulars	Individuals/ HUF/AOP/BOI *	Firm/ Co-op Society	Domestic Company	Foreign Company	Income in the range of Rs. 1 crore – Rs. 10 crore	15%	12%	7%	2%	Income is above Rs. 10 crore	15%	12%	12%	5%
Particulars	Individuals/ HUF/AOP/BOI *	Firm/ Co-op Society	Domestic Company	Foreign Company												
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Net Asset Value	<p>NAV will be determined on every working day, except in special circumstances as mentioned under the section titled as "Net Asset Value, in Part III" of Scheme Information Document. The Investment Manager shall also have the NAV published in two newspapers having circulation all over India. It will also be updated on the Investment Manager's website (<a href="http://www.sundarammutual.com">www.sundarammutual.com</a>) on every working day.</p> <p>The Investment Manager shall also update the NAVs on the website of Association of Mutual Funds in India - AMFI <a href="http://www.amfiindia.com">www.amfiindia.com</a>) before 9.00 P M every working day. In case of any delay, the reasons for such delay would be explained to AMFI by the next day.</p> <p>In line with the requirements of ELSS guidelines, the Mutual Fund shall announce repurchase price one year after the date of allotment of the units and thereafter on a half-yearly basis or as frequently as may be decided by AMC. After a period of three years from the date of allotment of units, when the repurchase of units to commence, Repurchase price will be declared on every business day.</p> <p>If the NAVs are not available before commencement of working hours on the following day due to any reason, the Fund shall issue a press release providing reasons and explaining when the Fund would be able to publish the NAV.</p> <p>The Investment Manager shall disclose the portfolio of the schemes in the format prescribed by SEBI on a monthly basis on its website, <a href="http://www.sundarammutual.com">www.sundarammutual.com</a>, within ten days from the close of the previous month in line with SEBI Circular CIR/IMD/DF/21/2012 dated September 13, 2012.</p>															
For Investor Grievances please contact	<p><b>Investor Relations Manager</b> <b>S Ravi</b>, Head- Customer Services, Sundaram Asset Management Company Limited, Sundaram Towers, No. 46, Whites Road, Royapettah, Chennai- 600 014. Fax: (044) 28569808 Contact No. 1860 425 7237 (India) +44 4083 1500 (NRI) Email us at: <a href="mailto:customerservices@sundarammutual.com">customerservices@sundarammutual.com</a> (NRI): <a href="mailto:nriservices@sundarammutual.com">nriservices@sundarammutual.com</a></p> <p><b>Registrar</b> <b>Sundaram BNP Paribas Fund Services Limited</b>, Registration No. INR000004066, CIN: U67120TN2008PLC068388, Registrar and Transfer Agents, Unit: Sundaram Mutual Fund, 23, Cathedral Garden Road, Nungambakkam, Chennai 600 034. Contact No. 1860 425 7237 (India) +91 44 4083 1500 (NRI)</p>															
Information to unit holders	<p>On acceptance of a valid application for subscription, units will be allotted and a confirmation specifying the number of units allotted by way of email and/or SMS within 5 Business Days from the date of closure of NFO will be sent to the Unit holder's registered e-mail address and/or mobile number.</p> <p>In terms of ELSS guideline, allotment of units in respect of all complete applications shall be made, not later than on 31st March, every year.</p> <p>Subject to SEBI Regulations, Statement of Accounts will be sent to those unitholders whose registered email address / mobile number is not available with the Mutual Fund, unless otherwise required. Money would be refunded in respect of applications rejected, within five business days from the closure of the NFO period. The Scheme shall be available for trading within five business days of allotment.</p> <p><b>Consolidated Account Statement:</b></p> <p>1) A consolidated account statement (CAS)^ for each calendar month to the Unit holder(s) in whose folio(s) transaction**(s) has/have taken place during the month shall be sent on or before 10th of the succeeding month by mail/e-mail.</p> <p><b>^Consolidated Account Statement (CAS)</b> shall contain details relating to all the transactions** carried out by the investor across all schemes of all mutual funds during the month and holding at the end of the month including transaction charges paid to the distributor, if any.</p> <p><b>**The word 'transaction'</b> shall include purchase, redemption, switch, dividend payout, systematic investment plan, systematic withdrawal plan, systematic transfer plan and bonus transactions.</p> <p>2) In case of a specific request received from the Unit holders, the AMC/Mutual Fund will provide the account statement to the investors within 5 Business Days from the receipt of such request.</p> <p>3) In case the mutual fund folio has more than one registered holder, the first named Unit holder shall receive the CAS/account statement.</p>															

# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

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	<p>4) For the purpose of sending CAS, common investors across mutual funds shall be identified by their Permanent Account Number (PAN).</p> <p>5) The CAS shall not be received by the Unit holders for the folio(s) not updated with PAN details. The Unit holders are therefore requested to ensure that the folio(s) are updated with their PAN.</p> <p>6) Further, the CAS detailing holding across all schemes of all mutual funds at the end of every six months (i.e. September/ March), shall be sent by mail/e-mail on or before 10th day of succeeding month, to all such Unit holders in whose folios no transaction has taken place during that period. The half yearly CAS will be sent by e-mail to the Unit holders whose e-mail address is available, unless a specific request is made to receive in physical. Such Consolidated Account Statement shall reflect the latest closing balance and value of the Units prior to the date of generation of the account statement.</p> <p>7) The statement of holding of the beneficiary account holder for units held in DEMAT will be sent by the respective DPs periodically.</p> <p>8) Pursuant to SEBI circular CIR/MRD/DP/31/2014 dated November 12, 2014, investors having Mutual Fund investments and holding securities in Demat account shall receive a single Consolidated Account Statement (CAS) from the Depository. Consolidation of account statement shall be done on the basis of Permanent Account Number (PAN). In case of multiple holding, it shall be PAN of the first holder and pattern of holding. The CAS shall be generated on a monthly basis. If there is any transaction in any of the Demat accounts of the investor or in any of his mutual fund folios, depositories shall send the CAS within ten days from the month end. In case, there is no transaction in any of the mutual fund folios and demat accounts then CAS with holding details shall be sent to the investor on half yearly basis.</p> <p>9) Pursuant to SEBI circular SEBI/HO/IMD/DF2/CIR/P/2016/89 dated September 20, 2016, the following points have been incorporated to increase the transparency of information to the investors.</p> <p>A. Each CAS issued to the investors shall also provide the total purchase value / cost of investment in each scheme.</p> <p>B. Further, CAS issued for the half-year (ended September/ March) shall also provide:</p> <p>(i) The amount of actual commission paid by AMCs/Mutual Funds (MFs) to distributors (in absolute terms) during the half-year period against the concerned investor's total investments in each MF scheme. The term 'commission' here refers to all direct monetary payments and other payments made in the form of gifts / rewards, trips, event sponsorships etc. by AMCs/MFs to distributors. Further, a mention may be made in such CAS indicating that the commission disclosed is gross commission and does not exclude costs incurred by distributors such as service tax (wherever applicable, as per existing rates), operating expenses, etc.</p> <p>(ii) The scheme's average Total Expense Ratio (in percentage terms) for the half-year period for each scheme's applicable plan (regular or direct or both) where the concerned investor has actually invested in.</p> <p>C. Such half-yearly CAS shall be issued to all MF investors, excluding those investors who do not have any holdings in MF schemes and where no commission against their investment has been paid to distributors, during the concerned half-year period.</p> <p>Any circular/clarification issued by SEBI in this regard will automatically become applicable and shall be incorporated in the SID/SAI/KIM wherever applicable.</p> <p>The Investment Manager shall publish the portfolio of the scheme as of March 31 and September 30 of every year before the expiry of one month from the close of each half year. The portfolio shall be published in the SEBI-prescribed format in one national English daily newspaper and in a newspaper in the language of the region where the Head Office of the Mutual Fund is situated. The Investment Manager shall disclose the portfolio (along with ISIN) as on the last day of the month for all the schemes in its website <a href="http://www.sundarammutual.com">www.sundarammutual.com</a> on or before the tenth day of the succeeding month in a user-friendly and downloadable format, preferably a spreadsheet.</p> <p>Sundaram Mutual fund shall make half yearly disclosures of unaudited financial results on its website <a href="http://www.sundarammutual.com">www.sundarammutual.com</a> in the prescribed format within one month from the close of each half year, i.e. on 31st March and on 30th September. The half- yearly unaudited financial results shall contain details as specified in Twelfth Schedule and such other details as are necessary for the purpose of providing a true and fair view of the operations of the mutual fund. In addition, Sundaram Mutual Fund shall publish an advertisement disclosing the hosting of such financial results in its website, 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 Sundaram mutual fund is situated.</p> <p>An abridged Scheme-wise annual report shall only be e-mailed to all unit holders whose email address is available with the Mutual Fund within four months from the date of closure of the relevant accounting year; unit holders who have not provided an email address/who have requested for a physical copy shall receive a copy by post. The link of Scheme-wise annual reports or abridged summary thereof will also be prominently displayed at <a href="http://www.sundarammutual.com">www.sundarammutual.com</a></p>
General Risk Factors	<p><b>Mutual Fund Investments are subject to market risks. Please read the Scheme Information Document carefully before investing.</b> Mutual Fund Investments are subject to market risks. Please read the Scheme Information Document carefully before investing. Copy of the Scheme Information Document, key information memorandum and application form may be obtained from the offices / investor service centres of Sundaram Asset Management, its distributors and online at <a href="http://www.sundarammutual.com">www.sundarammutual.com</a>. <b>All mutual funds and securities investments are subject to market risks, and there can be no assurance or guarantee that fund's objectives will be achieved. NAV may go up or down, depending on the factors and forces affecting the securities market.</b> Main types are market risk, liquidity risk, credit risk and systemic risks. At times, liquidity of investments may be impaired. There is uncertainty of dividend distribution and risk of capital loss. Past performance of the Sponsor/Asset Management Company/Fund does not indicate the future performance. Investors in the Scheme are not being offered any guaranteed or indicated returns. <b>Sundaram Long Term Micro Cap Tax Advantage Fund Series V is only the name of the scheme and it does not in any manner indicate either quality of the scheme, its future prospects or returns.</b></p> <p><b>Risk Factors - Equity Markets:</b> Stock Market Volatility, Equity Price Risk, Dependency Risk, Temporary Investment Risk and Non- Diversification Risk and Concentration Risk, to name a few.</p> <p><b>Risks from Debt Exposures:</b> Credit Risk, Interest Rate Risk, Price Risk, Market Risk, Liquidity Risk, Investment Pattern Risk, Duration Risk and Non-Diversification Risk, to name a few.</p>
Scheme-Specific Risk Factors	<p>• The Trustees, AMC, Fund, their directors or their employees shall not be liable for any tax consequences that may arise in the event that the scheme is wound up for the reasons and in the manner provided under the Scheme Information Document &amp; Statement of Additional Information. • Redemption by the unit holder due to change in the fundamental attributes of the Scheme or due to any other reasons may entail tax consequences. The Trustees, AMC, Fund their directors or their employees shall not be liable for any tax consequences that may arise. • The tax benefits described in the SAI &amp; SID are as available under the present taxation laws and are available subject to relevant condition. The information given is included only for general purpose and is based on advice received by the AMC regarding the law and practice currently in force in India and the Investors and Unit Holders should be aware that the relevant fiscal rules or their interpretation may change. As in the case with any investment, there can be no guarantee that the tax position or the proposed tax position prevailing at the time of the investment in the Scheme will endure indefinitely. In view of the individual nature of tax consequences, each Investor / Unit holder is advised to consult his/her/its own professional tax advisor. • Sundaram Long Term Micro Cap Tax Advantage Fund Series V would be investing in equity &amp; equity related instruments, debt and money market instruments (such as term/notice money market, repos, reverse repos and any alternative to the call money market as may be directed by the RBI). The liquidity of the scheme's investments is inherently restricted by trading volumes and settlement periods. In the event of an inordinately large number of redemption requests, or of a restructuring of the scheme's investment portfolio, these periods may become significant. In view of the same, the Trustees have the right in their sole discretion to limit redemptions (including suspending redemptions) under certain circumstances. • The Mutual Fund is not assuring any dividend nor is it assuring that it will make any dividend distributions. All dividend distributions are subject to the availability of distributable surplus and would depend on the performance of the scheme. • Redemption of units under the Scheme available only after a three year lock-in period from the date of allotment of units • Micro-cap stocks are generally illiquid in terms of trading volumes; investors should assume that liquidity risks are higher. This may result in higher impact costs. Impact costs are those costs that are incurred for acquiring and disposing off stocks. These are different from brokerage and custodian charges. The Scheme does not guarantee that impact cost will be minimized or eliminated. • Transparency/liquidity levels may not be on par with established, large companies. Corporate governance may be an issue with some companies. They may not be resilient enough to withstand shocks of business/economic cycles. • While micro cap companies may offer substantial opportunities for capital appreciation, there are also at least commensurate risks. Historically, these companies have been more volatile in price than larger company securities, especially over the short term. Among the reasons for the greater price volatility are the less certain growth prospects of smaller companies, the lower degree of liquidity in the markets for such securities, lack of transparency and the greater sensitivity of smaller companies to changing economic conditions. • In addition, micro-cap companies may lack depth of management, be unable to generate funds necessary for growth or development, or be developing or marketing new products or services for which markets are not yet established and may never become established. They could also suffer from disadvantages such as outdated technology, lack of bargaining power with suppliers, low entry barriers and inadequate management depth.</p>
Statutory	<p><b>Mutual Fund:</b> Sundaram Mutual Fund is a trust under Indian Trusts Act, 1882 <b>Sponsor</b> (Liability is limited to Rs 1 lakh): Sundaram Finance Ltd. <b>Investment Manager:</b> Sundaram Asset Management Company Ltd. <b>Trustee:</b> Sundaram Trustee Company Ltd.</p>



# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

## Your guide to fill the application form

Neither the SID/KIM/SAI nor the units of the schemes of Sundaram Mutual Fund have been registered in any jurisdiction, outside India. The distribution of the SID/KIM/SAI in certain jurisdictions may be restricted or totally prohibited or subject to registration requirements and accordingly, persons who come into possession of the SID/KIM/SAI in such jurisdictions are required to inform themselves about, and to observe, any such restrictions and / or legal compliance requirements. No person receiving a copy of the SID/KIM/SAI or any application form in such jurisdiction may treat the SID/KIM/SAI or such application form as constituting an invitation to them to subscribe for Units, nor should they in any event use any such application form, unless in the relevant jurisdiction such an invitation could lawfully be made to them and such application form could lawfully be used without compliance of any registration or other legal requirements. The units offered under the schemes of Sundaram

Mutual Fund have not been and will not be registered under the United States Securities Act of 1933 for offer or sale as part of their distribution and neither Sundaram Mutual Fund nor Sundaram Asset Management Company Limited, the Investment Manager has been and will be registered under the United States Investment Company Act of 1940. It should be noted that Investors will not have the benefit of the substantive provisions of the laws of the United States of America, including the United States Investment Advisers Act of 1940, as amended. Therefore, subject to the ultimate discretion of the Investment manager, the products may not be offered or sold to or for the benefit of a US Person, as such term is defined herein. The Investment Manager may mandatorily redeem any Units that are held by or for the benefit of any US Person. You are also requested to refer to the section "Special Considerations" available in the Scheme Information Document of the respective schemes in this regard.

### Checklist

#### Please complete Know Your Customer requirement

**Please make the Cheque/Demand Draft in favour of "SMF LT MICROCAP TAX ADV SERIES V" in which you would wish to invest and write the PAN number or Folio number (for investors who have an account with Sundaram Mutual) on the reverse of the Cheque/Demand Draft.**

**Uniform practice in dealing with applications/transaction slips: If the Scheme name on the application form/transaction slip and on the payment instrument are different, the application shall be processed and units will be allotted at the applicable NAV of the scheme mentioned in the application form /transaction slip duly signed by investor(s)**

**Permanent Account Number (PAN) is not required for an individual investor if the purchase amount is upto Rs 50,000 (including SIPs, if any) in any rolling 12-month period or in a financial year per investor per mutual fund.**

Investors falling under this category must produce a copy of any of the following 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

**If you are a new investor in Sundaram Mutual Funds, please ensure you take care to mention:**

- Permanent Account Number (PAN is mandatory for all investors).
- Mode of operation in case of joint applicants
- Bank account details of the first applicant
- Bank details for direct credit/ ECS/NEFT/RTGS
- Central KYC Form (available in our website)

If investment is made under Power of Attorney, specimen signature of authorized signatory.

If the investor is a minor, the following points should be noted for opening folio / account. For detailed instructions, please refer the Statement of Additional Information:

- (i) The minor shall be the first and the sole holder in an account. No joint holders are allowed in such accounts.
- (ii) Guardian in the account/folio on behalf of the minor should be either a natural guardian (i.e. father or mother) or a court appointed legal

guardian. Documents supporting the date of birth of the minor and also the relationship of the minor and guardian should be enclosed with the application form.

Small investors, who may not be tax payers and may not have PAN/bank accounts, such as farmers, small traders/businessmen/workers can invest in the scheme through the mode of cash payment for fresh purchases/additional purchases upto Rs.50,000/- per investor, per mutual fund, per financial year subject to:

- (i) Compliance with Prevention of Money Laundering Act, 2002 and Rules framed there under;
- (ii) SEBI Circular(s) on Anti Money Laundering (AML) and other applicable AML rules, regulations and guidelines; and
- (iii) Sufficient systems and procedures put in place by the AMC / Mutual Fund. However, payment to such investors towards redemptions, dividend, etc. with respect to aforementioned investments shall be paid only through banking channel.

Sundaram Mutual Fund / Investment Manager is yet to set up appropriate systems and procedures for the said purpose

#### Please attach:

- Attested copy of Permanent Account Number Card
- CKYC Identification Number (KIN) & Acknowledgement
- KYC Acknowledgement.
- Signed 'Account Payee' cheque/draft drawn in the "SMF LT MICROCAP TAX ADV SERIES V" in which you wish to invest and indicate PAN number on reverse.
- **A cancelled cheque or a photocopy of your cheque leaf (a must if you wish to avail the facility of direct credit/ ECS and preferable in all cases to ensure your bank account details are captured accurately)**
- If investment is made under Power of Attorney, notarised copy of the Power of Attorney
- In case of a Trust/Fund, a resolution of the Trustee(s) authorising the investment must be submitted.
- In case of new investor, submit your filled-in CKYC Form and provide CKYC Number in the application form. Supplementary CYKC form incase of existing KYC Compliant investors.
- If you are an institution, please attach a copy of documents indicated in the table:

#### Special Categories (please attach a copy)

Document	Corporate	Society	Partnership	Trust
Memorandum & Articles	✓			
Resolution/Authorisation to Invest	✓	✓	✓	✓
List of Authorised Signatories & Specimen Signatures	✓	✓	✓	✓
Bye-Laws		✓		
Trust Deed		✓		✓
Partnership Deed			✓	✓

#### Not In Good Order (NIGO)

All applications received by the Investment Manager / Registrar & Transfer Agent(RTA) shall be on a "Subject to Verification" basis. Applications that are found to be inaccurate or incomplete upon preliminary scrutiny will be returned at the counter itself to the investor or agent for rectification. Applications that are accepted at the counter and subsequently found as incomplete or inaccurate on material aspects by the Investment Manager /RTA are classified as Not In Good Order (NIGO). Such NIGO applications are liable to be rejected and reasons for incompleteness/inaccuracy shall be communicated to the investor for remedial measures. The applications submitted after remedy will be processed at the NAV of the date and time of receipt of the same at our office/office of the RTA.



# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

## Your guide to fill the application form

This form is applicable for persons both resident in India and for NRIs.

**1. Existing Investor Information:** If you are an investor in any fund of Sundaram Mutual Fund serviced by Sundaram BNP Paribas Fund Services Limited, please provide the Folio Number. You are not required to fill details required in Section 2. You must proceed directly to **Section 3 as details required in Section 2 are available in your existing folio. If you wish to change any of the existing details, use a transaction slip available with your account statement.**

**2. New Investor Information:** Name and address must be written in full. If the investment is on behalf of a minor (a person who is yet to complete 18 years), the Name of the Guardian and his/her PAN must be mentioned.

In case of more than one applicant, applicants are requested to state the Mode of holding as 'Joint' or 'Anyone or Survivor'. In case of omission to choose the mode of holding, the default option shall be 'Anyone or Survivor'

**All communication and payments shall be made to/in the name of and favouring the first/sole applicant.**

Applications by a Power of Attorney, a limited company, a corporate body, an eligible institution, a registered society, a partnership firm or a trust must be accompanied by documents as mentioned in the checklist. The documents must be attested by the designated or authorised official of the institution/power of attorney or by a notary or gazetted officer of the government/bank manager. Authorised officials should sign the Application Form under their official designation. A list of specimen signatures of the authorised officials, duly certified or attested, must be attached to the Application Form.

**Go Green Services: Save the Future**

- **Go Green E-Update/Mobile Services: Registration of Contact Details:** By opting to receive the Account Statement and Abridged Scheme Annual Report in a paperless mode by e-mail, you contribute to the environment. The investor is deemed to be aware of security risks including interception of documents and availability of content to third parties. Sundaram Asset Management provides interesting information on the economy, markets and funds. If you wish to receive documents such as The Wise Investor, India Market Outlook, Global Outlook, Fact Sheet and One Page Product Updates, to name a few, please choose the 'yes' option.
- **Go Green Web Service:** If you are an existing investor and wish to transact online without an IPIN please register online by visiting [www.sundarammutual.com](http://www.sundarammutual.com).
- **Go Green IPIN Service:** If you are an existing investor, please register for your IPIN (Internet Personal Identification Number) online in 3 Simple Steps by visiting us at [www.sundarnbnpibasfs.in](http://www.sundarnbnpibasfs.in). With this you can access your account statement/capital gain statement 24x7, view your portfolio and transact online, receive transactional alerts by email/ SMS and subscribe for daily NAV alerts. If you are a new investor, you may use the attached PIN agreement Form. Applicants who request a Personal Identification Number (PIN) will be deemed to have read, understood and agreed to the terms and conditions for the PIN available at [www.sundarammutual.com](http://www.sundarammutual.com).
- **Go Green Call Service:** If you are an existing investor and wish to register your email ID & mobile number with us, please call 1860 425 7237 (India) +91 44 4083 1500 (NRI) between 9.00 & 6.00 pm on any business day.

**Employee Unique Identification Number (EUIIN)** has to be filled by the distributor, irrespective of whether the transaction is advisory or execution only as EUIIN would assist the investor in tackling the problem of mis-selling even if the employee/ relationship manager/sales person leave the employment of the distributor.

**Transaction charges:**

**Terms and Conditions relating to Transaction Charges (applicable for both existing and new investors in the schemes of Sundaram Mutual)** pursuant to SEBI circular No. Cir/ IMD/ DF/13/ 2011 dated August 22, 2011:

- 1 The Distributor would be allowed to charge the Mutual Fund Investor a Transaction Charge where the amount of investment is Rs. 10,000/- and above on a per subscription basis**
- 2 For an investor other than First Time Mutual Fund Investor, the Transaction Charge allowed will be Rs. 100/- per subscription of Rs. 10,000/- and above**  
**For a First Time Mutual Fund Investor, the Transaction Charge allowed will be Rs. 150/- per subscription of Rs. 10,000/- and above**
- 3 The Transaction Charge, where applicable based on the above criteria, will be deducted by the Investment Manager from the subscription amount remitted by the Investor and paid to the distributor; and the balance (net) amount will be invested in the scheme. Thus units will be allotted against the net investment.**
- 4 No Transaction charges shall be levied:**
  - a) Where the distributor/agent of the investor has not opted to received any Transaction Charges;**
  - b) Where the investor purchases the Units directly from the Mutual Fund;**
  - c) Where total commitment in case of SIP / Purchases / Subscriptions is for an amount less than Rs. 10,000/-;**
  - d) On transactions other than purchases / subscriptions relating to new**

**inflows.**

**Switches / Systematic Transfers / Transfer / Transmission of units, etc will not be considered as subscription for the purpose of levying the transaction charge.**

**e) Purchases / subscriptions carried out through stock exchange(s).**

**The distributors can opt-in / opt-out of levying transaction charges based on 'type of the Product/Scheme' instead of 'for all Schemes'. Accordingly, the transaction charges would be deducted from the subscription amounts, as applicable.**

**However, the distributor shall not be able to opt-in or opt-out at the investor-level i.e. a distributor shall not charge one investor and choose not to charge another investor.**

**The transaction charges are in addition to the existing system of commission permissible to the Distributors. On subscription through Distributors, the upfront commission if any will be paid directly by the Investors to the Distributor by a separate cheque based on their assessment of various factors including the service rendered by the Distributor.**

Any circular/clarification issued by SEBI in this regard will automatically become applicable and will be incorporated in the SID/SAI/KIM wherever applicable.

**Permanent Account Number (PAN):** SEBI has mandated that PAN shall be the sole identification number for all participants in the securities market, irrespective of the amount of the transaction. Accordingly, the applicant (or in case of applications in joint names, each applicant), is required to mention their PAN and attach an signed/attested copy of PAN card with the application.

Investors can also submit a copy of PAN attested by the Bank Manager/Gazetted Officer of State or Central Government /Notary Public/Judicial Authority. Applications without a copy of the PAN will be rejected. Permanent Account Number (PAN) is not required for Micro SIP of an individual investor if the total amount of installments is upto Rs 50,000 per investor in any rolling 12-month period or in a financial year. This exemption is also applicable to other purchase transactions if the amount, including SIPs, is upto Rs 50,000 (aggregate under all the schemes of Sundaram Mutual) in any rolling 12-month period or in a financial year per investor. Investors falling under this category must produce a copy of any of the specified photo identification documents listed in Guide to Investing through Systematic Investment Plan (SIP). However investors having PAN are not eligible for simplified KYC procedures.

**Instructions for verification of PAN Card:** If an investor provides a copy of PAN card without required attestation, officials at the branches of Sundaram Asset Management/Registrar and Transfer Agents and designated persons at Investor Centres must verify the PAN card copy with the original. The person verifying the document need to affix his/her signature, name and company seal with remarks as verified with original / verified / attested. Distributors can also verify the PAN card copy with original. The person verifying the document need to affix his/her signature, name and company seal with remarks as verified with original / verified / attested.

**Know Your Customer (KYC) Requirement:** The Securities and Exchange Board of India has issued detailed guidelines on 18/01/2006 and measures for prevention Money Laundering and had notified SEBI (KYC Registration Agency) Regulations, 2011 on December 02, 2011 with a view to bring uniformity in KYC Requirements for the securities market and to develop a mechanism for centralization of the KYC records. SEBI has also issued circulars from time to time on KYC compliance and maintenance of documentation pertaining to unit holders of mutual funds. Accordingly the following procedures shall apply:

- KYC acknowledgement is mandatory for all investors.
- An application without acknowledgement of KYC compliance will be rejected
- New Investors are required to submit a copy of Income Tax PAN card, address proof and other requisite documents along with the KYC application form to any of the intermediaries registered with SEBI, including Mutual Funds to complete KYC. The KYC application form is available at [www.sundarammutual.com](http://www.sundarammutual.com)
- The Mutual Fund shall perform initial KYC of its new investors and send the application form along with the supporting documents to the KYC Registration Agency (KRA).
- During the KYC process, the Mutual Fund will also conduct In Person Verification (IPV) in respect of its new investors. Sundaram Asset Management Company Limited and the NISM / AMFI certified distributors who are KYD compliant are authorized to carry out the IPV for investors in mutual funds. In case of applications received directly from the investors (i.e. not through the distributors), mutual funds may rely upon the IPV performed by the scheduled commercial banks.
- The KRA shall send a letter to the investor within 10 working days of the receipt of the KYC documents from Mutual Fund, confirming the details thereof.
- Investors who have obtained the acknowledgement after completing the KYC process can invest in Scheme of the Mutual funds by quoting the PAN in the

# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

## Your guide to fill the application form

application form.

- Investors are required to complete KYC process only once to enable them to invest in Scheme of all mutual funds.
- Existing Investors, who have already complied with the KYC requirements, can continue to invest as per the current practice.

Pursuant to SEBI circular no. MIRSD/Cir-5/2012 dated April 13, 2012, mutual fund investors who were KYC compliant on or before December 31, 2011 are required to submit 'missing/not available' KYC information and complete the 'In Person Verification' (IPV) requirements if they wish to invest in a new mutual fund, where they have not invested / opened a folio earlier, effective from December 03, 2012:

Individual investors have to complete the following missing/not available KYC information:

- a) Father's/Spouse Name,
- b) Marital Status,
- c) In-Person Verification (IPV).

To update the missing information, investors have to use the "KYC Details Change Form" for Individuals Only available at [www.sundarammutual.com](http://www.sundarammutual.com) or [www.amfiindia.com](http://www.amfiindia.com). Section B of the form highlights 'Mandatory fields for KYCs done before 1 January 2012' which has to be completed.

In case of Non Individuals, KYC needs to be done afresh due to significant and major changes in KYC requirements by using "KYC Application form" available for Non-Individuals only in the websites stated above.

Additional details like Nationality, Gross Annual Income or Net worth as on recent date, Politically Exposed Person, and Non Individuals providing specific services have to be provided in Additional KYC details form available in the website of the Investment Manager.

Duly filled forms with IPV can be submitted along with a purchase application, to the new mutual fund where the investor is investing / opening a folio. Alternatively, investors may also approach their existing mutual funds at any investor service centre to update their 'missing/not available' KYC information.

### 3. KYC Details of all applicants (Mandatory)

In accordance with SEBI Circular No. CIR/MIRSD/13/2013 dated December 26, 2013, the additional details viz. Occupation details, Gross Annual Income/networth and Politically Exposed Person (PEP)\* status mentioned under section 3(d) which was forming part of uniform KYC form will now be captured in the application form of the Fund. Also, the details of nature of services viz. Foreign Exchange/Gaming/Money Lending, etc., (applicable for first/sole applicant) is required to be provided as part of Client Due Diligence (CDD) Process of the Fund.

**Politically Exposed Persons (PEP):** PEPs are defined as individuals who are or have been entrusted with prominent public functions in a foreign country, e.g., Heads of States or of Governments, senior politicians, senior Government / judicial / military officers, senior executives of state owned corporations, important political party officials, etc. or senior political figures and their immediate family members and close associates.

**Ultimate Beneficial Owner:** Pursuant to SEBI Master Circular No. CIR/ISD/AML/3/2010 dated December 31, 2010 on Anti Money Laundering Standards and to Guidelines on identification of Beneficial Ownership issued vide SEBI circular no. CIR/MIRSD/2/2013 dated January 24, 2013, investors (other than Individuals) are required to provide details of Ultimate Beneficial Owner(s) ('UBO').

The Ultimate Beneficial Owner means 'Natural Person', who, whether acting alone or together, or through one or more juridical person, exercises control through ownership or who ultimately has a controlling ownership interest of / entitlements to:

- i. More than 25% of shares or capital or profits of the juridical person, where the juridical person is a company;
- ii. More than 15% of the capital or profits of the juridical person, where the juridical person is a partnership; or
- iii. More than 15% of the property or capital or profits of the juridical person, where the juridical person is an unincorporated association or body of individuals.

In case of a Trust, the settler of the trust, the trustees, the protector, the beneficiaries with 15% or more of interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership is considered as the UBO.

The provisions w.r.t. Identification of UBO are not applicable to the investor or the owner of the controlling interest is a company listed on a stock exchange, or is a majority-owned subsidiary of such a listed company.

If you are classified as a passive Non-Financial Foreign Entity (NFFE) for FATCA purposes, while completing the "Declaration for Ultimate beneficial Ownership (UBO)" form please provide details of all the person(s) (excluding those having tax residency in India) having controlling interest in your entity in the "foreign country information" column along with Country of birth, Country of citizenship / Nationality, Country of Tax Residency and Foreign Tax Reference Number for FATCA purposes.

### Central KYC

Central KYC Registry is a centralized repository of KYC records of customers in

the financial sector with uniform KYC norms and inter-usability of the KYC records across the sector with an objective to reduce the burden of producing KYC documents and getting those verified every time when the customer creates a new relationship with a financial entity. KYC means the due diligence procedure prescribed by the Regulator for identifying and verifying the proof of address, proof of identity and compliance with rules regulations, guidelines and circulars issued by the Regulators or Statutory Authorities under the Prevention of Money Laundering Act, 2002.

The Central Govt. vide notification dt. Nov, 26, 2015 has authorised Central Registry of Securitisation Asset Reconstruction and Security Interest of India (CERSAI) to act as and to perform the functions of the CKYC Registry including receiving, storing, safeguarding and retrieving the KYC records in digital form of a Client. A 14 digit CKYC identification Number (KIN) would be issued as identifier of each client.

As per PMLA (Maintenance of Records) Amendment rules, 2015, Rule 9(IA), every reporting entity shall within three days after the commencement of an account based relationship with an individual, file the electronic copy of the client's KYC records with the Central KYC Registry. Institutions need to upload the common KYC template along with the scanned copy of the certified supporting documents (Pol/PoA), cropped signature and photograph. SEBI vide its circular dated November 10, 2016 has advised all mutual funds to upload the KYC records of all existing customers into the CKYC database.

Since the records are stored digitally, it helps intuitions de-duplicate data so that they don't need to do KYC of customers multiple times. It helps institutions find out if the client is KYC compliant based on Aadhaar, PAN and other identity proofs. If the KYC details are updated on this platform by one entity, all other institutions get a real time update. Thus, the platform helps firms cut down costs substantially by avoiding multiplicity of registration and data upkeep.

Please note that PAN is mandatory for investing in MF's (Except Micro KYC and other exempted scenarios). If CKYC is done without submission of PAN, then he/she will have to submit a duly self-certified copy of the PAN card alongwith KIN.

**First time investing Financial Sector (New investor) New to KRA-KYC:** while on boarding investors who are new to the MF & do not have KYC registered as per existing KRA norms, such investors should fill up CKYC form (attached). This new KYC form is in line with CKYC form guidelines and requirements and would help to capture all information needed for CKYC as well mandatory requirements for MF. Investors should submit the duly filled form along with supporting documents, particularly, self-certified copy of the PAN Card as a mandatory identity proof. If prospective investor submits old KRA KYC form, which does not have all information needed for registration with CKYC, such customer should either submit the information in the supplementary CKYC form or fill the CKYC form.

Investors who have obtained the KIN through any other financial intermediary, shall provide the 14 digit number for validation and updating the KYC record.

**IMPORTANT: AMFI has mandated within the Best Practices Circular that the new Process needs to be implemented by all Mutual Funds w.e.f 1st February 2017.**

**4. Details under FATCA/Foreign Tax Laws:** Tax Regulations require us to collect information about each investor's tax residency. If you have any questions about your tax residency, please contact your tax advisor. Foreign Account Tax Compliance provisions (commonly known as FATCA) are contained in the US Hire Act 2010.

India has joined the Multilateral Competent Authority Agreement (MCAA) on automatic exchange of financial account information on June 3, 2015. In terms of the MCAA, all signatory countries are obliged to exchange wide range of financial information after collecting the same from financial institutions in their country/jurisdiction. Government of India has amended the Income-tax Act, 1961 in August 2015 pursuant to which all the financial institutions including Mutual Funds are required to report the transactions of US citizens / residents and also of other signatory countries to the Government of India.

Further, the Government of India has signed an Inter-Governmental agreement with US on July 09, 2015 (with date of entry into force as Aug 31, 2015) to improve international tax compliance and to implement FATCA in India pursuant to which prescribed details of US Account holders/tax payers has to be reported by the Indian Entities to Government of India which in turn will relay that information to the US Internal Revenue Service (IRS)

Applicants (Including joint holders, Guardian, POA holder) are required to refer and mandatorily fill "FATCA-CRS Details". Applications without this information / declaration being filled/signed off will be deemed as incomplete and are liable to be rejected. Investors are requested to note that the contents of the information to be provided / declaration in the application form may undergo a change on receipt of communication / guidelines from AMFI/SEBI from time to time.

**5. Bank Account Details: Providing bank account details is mandatory according to SEBI regulations.** Please complete all the details such as account number, name of the bank, branch, address and city. **RTGS/NEFT are unique numbers for every account with a bank branch. You can obtain them by**



# Sundaram Long Term Micro Cap Tax Advantage Fund Series V

## Your guide to fill the application form

**contacting your banker. Please attach a cancelled cheque or a photocopy of the cheque to ensure that your account details are captured accurately in your record with the registrar. This is a must if you opt to receive the redemption/dividend proceeds by electronic means.**

In case of NRIs, if the payment is by Demand Draft, or source of funds is not clear on the cheque leaf, please provide a copy of the FIRC (Foreign Inward Remittance Certificate).

Proceeds of any redemption will be sent only to a bank account that is already registered and validated in the folio at the time of redemption transaction processing.

Unit holder(s) may choose to mention any of the existing registered bank accounts with redemption payment request for receiving redemption proceeds. If no registered bank account is mentioned, default bank account will be used. Valid change of bank mandate requests with supporting documents will be processed within ten business days of necessary documents reaching the head office of the RTA and any financial transaction request received in the interim will be carried based on previous details only. Effective May 01, 2012 the forms for redemption request and change of bank account have been segregated to ensure that the two different requests are handled and executed separately for all existing and new customers. For more details please refer to the Website [www.sundarammutual.com](http://www.sundarammutual.com) or contact the offices of the AMC/RTA.

### 6. How do you wish to receive:

- **Redemption Proceeds:** Please refer to the details of the various facilities for receiving redemption proceeds as outlined hereunder:

**RTGS & NEFT:** RTGS is Real Time Gross Settlement and applicable for payments/fund transfer in excess of Rs 1 lakh. NEFT is National Electronic Funds Transfer and is applicable for payments/fund transfer of less than Rs 1 lakh. RTGS & NEFT are modes of transferring money through electronic system and are easy and secured mode to receive your redemption proceeds.

**Direct Credit:** The redemption proceeds are directly and automatically credited to your designated bank account. It is available now with select banks and Sundaram Asset Management plans to enhance the coverage. At present, Direct Credit Facility is available for investors who have an account with Axis Bank, BNP Paribas Bank, Citibank, Deutsche Bank, HDFC Bank, HSBC Bank, ICICI Bank, IDBI Bank, IndusInd Bank, ING Vysya, Kotak Mahindra Bank, Royal Bank of Scotland, SBI, Standard Chartered Bank, YES Bank. An investor who opts for Direct Credit facility is requested to enclose a cancelled cheque or a photocopy of the cheque to ensure that the correct bank account number and MICR code are entered in his/her record. In case the bank account of an investor is covered under Direct Credit facility, then the payment of redemption/dividend proceeds (if any), will happen via direct credit payout only.

**Warrants/Draft:** Warrant/draft will be payable only at cities where Sundaram Mutual Customer Service Centres are located. Sundaram Asset Management will strive to effect the payout by sending a cheque / demand draft. In case of unforeseen circumstances, the Sundaram Asset Management reserves the right to issue a demand draft / payable at par cheque.

*Investors expressly agree and authorise the mutual fund to use intermediaries such as post office, local and international couriers and banks, to name a few, to send communication or send cheque / demand draft / warrant. Intermediaries are agents of the investor and not the mutual fund. The Trustees / Investment Manager / Mutual Fund will not be responsible for any loss arising out of fraudulent encashment of cheque/draft or delay / loss in transit of any cheque / draft / communication.*

### 7. Fund in which you wish to invest and Plans & Options:

Please indicate clearly the complete name of the fund in which you wish to invest.

Investors wishing to subscribe under Direct Plan of a Scheme will have to indicate "Direct Plan" against the Scheme name in the application form.

The following matrix will be applied for processing the applications in the Regular or Direct Plan:

Broker Code mentioned by the investor	Plan mentioned by the investor	Plan under which units will be allotted
Not mentioned	Not mentioned	Direct Plan
Not mentioned	Direct	Direct Plan
Not mentioned	Regular	Direct Plan
Mentioned	Direct	Direct Plan
Direct	Not Mentioned	Direct Plan
Direct	Regular	Direct Plan
Mentioned	Regular	Regular Plan
Mentioned	Not Mentioned	Regular Plan

In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under Regular Plan.

The Investment Manager shall contact and obtain the correct ARN code within 30 calendar days of the receipt of the application form from the investor/ distributor. In case, the correct code is not received within 30 calendar days, the AMC shall reprocess the transaction under Direct Plan from the date of

application without any exit load.

**Payment Details:** The cheque/demand draft must be drawn in favour of "SMF LT MICROCAP TAX ADV SERIES V" and crossed A/c Payee only. Investors must write the Permanent Account Number/Folio Number on the reverse of the cheque / demand draft accompanying the application form. Sundaram Asset Management is pleased to bear DD charges as per rates of State Bank of India.

Purchases made through third party cheque(s) will not be accepted. In case of payment from a Joint Bank Account, the First holder in the Application must be one of the Joint Account Holders of the Joint Bank Account. However the following are excluded from this restriction:

1. Gifts to a minor from Parents/Grand Parents up to Rs50,000(for each Purchase /per SIP Installment)
2. Employer's Remittance of Payroll deduction on behalf of Employees
3. Custodian's payment on behalf of an FII /Client

For further details please refer to Statement of Additional Information.

**8. Dematerialization :** Investors have the option to hold the Units in dematerialized form. Currently, this facility is not available in case of units offered under the Daily/Weekly/Fortnightly Dividend Option(s) under all income/debt/liquid Schemes. Investors who want an allotment of units in demat mode must have a beneficiary account with a Depository Participant (DP) of the Depositories i.e. National Securities Depositories Limited (NSDL) / Central Depository Services Limited (CDSL). If PAN is not mentioned by applicants, the application may be rejected. Investors may attach a copy of the Client Master Form / DP statement showing active demat account details for due verification. Names, mode of holding, PAN details, etc. of the investor will be verified against the Depository data. The units will be credited to the beneficiary (demat) account only after successful verification with the depository records and realization of payment. In case the demat details mentioned in the application are incomplete/incorrect or do not match with the depository data, the application shall be treated as invalid for processing under demat mode and therefore may be considered for processing in non-demat form i.e. in physical mode if the application is otherwise valid.

**9. Switch of all units on Maturity of the Scheme:** This facility can be availed by the investors to switch all their units from this scheme, upon maturity, into any other scheme(s) of Sundaram Mutual. Investors are requested to note that this facility shall be available only for those who hold the units of the scheme in physical mode.

The investor can also opt for this facility at any time before the maturity of the scheme using a designated form. The switch-out transaction will be processed based on the applicable Net Asset Value on the date of maturity. Switch-out carried out by the Mutual Fund in accordance with this option chosen by the investor shall be deemed to be redemption from the scheme at the time of maturity and subsequently be deemed as subscription to the other scheme as may be chosen by the investor.

As a default option, the units shall be redeemed at maturity if the investor does not specifically choose to switch-out to any other scheme by using this facility.

The AMC/Trustee reserves the right to change the features, terms and conditions of this facility in addition to withdrawing this facility at a later date.

**10. Nomination:** Please indicate a nominee who should be entitled to the benefits of your investment in the event of an untoward development. Proportion (%) in which units will be shared by each nominee should aggregate to 100%. The section on Nomination is not applicable in the case of Non- individuals. The following points on nomination procedures may please be noted. For detailed procedure, please refer the Statement of Additional Information (SAI):

- (i) Where a folio has joint holders, all joint holders should sign the request for nomination/ cancellation of nomination, even if the mode of holding is not "joint". Nomination form cannot be signed by Power of attorney (PoA) holders.
- (ii) Nomination shall be compulsory for new folios/accounts especially where the mode of holding is single. Investors who do not wish to nominate must sign confirming their non-intention to nominate. Every new nomination for a folio/account will overwrite the existing nomination.
- (iii) Nomination shall not be allowed in an account/folio held on behalf of a minor.

Where the nominee is a minor, various documents like KYC, PAN, Bank details, Indemnity, etc. should be of the guardian of the nominee.

**11. Declaration, Certification & Signature:** Signature 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 signature of the Karta and Karta of HUF seal/stamp are a must. If the application is in joint name, all applicants must sign the form. Please ensure that the signature is consistent not just in this form but in all transaction request documents you may submit subsequent to your investment. Variation in signature can lead to delays or rejection of a transaction request such as redemption, switch, change in address and change in bank mandate, to name a few.

**For general Investor Related Services, please refer Statement of Additional Information (SAI)**





SUNDARAM MUTUAL

## Sundaram Long Term Micro Cap Tax Advantage Fund Series V (Tenure 10 years) - Application Form

A fund with a 3 year lock-in period & a maximum tenure of 10 years.  
Investment upto Rs.1,50,000/- made by Individual / HUF (along with other prescribed investments) will only qualify for deduction from the gross total income under Section 80 C of the Income Tax Act, 1961 as per current tax laws.  
Please refer to product label in the cover page and Your Guide to Fill the Application form (pages 8-11) before proceeding

**A closed-end equity scheme**  
**New Fund Offer Period: Opens on: 29/03/2017 Closes on: 29/06/2017**

## Channel Partner / Agent Information

Distributor's ARN & Name	Sub-broker's ARN (code)	Sub-broker Code (internal)	EUIN* (Employee Unique Identification Number)
48012			E 0 5 3 0 8 5

Serial No:  
SLTMC-S V

ISC's signature  
&  
Time Stamping

**\* Declaration for "Execution only" transaction (only where EUIN box is left blank)** ☐ I/We hereby confirm that the EUIN box has been intentionally left blank by me/us as this transaction is executed without any interaction or advice by the employee/relationship manager/sales person of the above distributor/sub broker or notwithstanding the advice of inappropriateness, if any, provided by the employee/relationship manager/sales person of the distributor/sub broker.

First/Sole Applicant/ Guardian	Second Applicant	Third Applicant
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Transaction charges For ₹ 10,000 and above:  
☐ Existing Investor-₹ 100 ☐ New Investor-₹ 150  
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.  
CKYC compliant ☐ Yes ☐ No (if no, please provide CKYC form & proof/additional documents. If yes, please provide 14 digit CKYC Number)

Folio No

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

Name of First/Sole Applicant Gender ☐ Male ☐ Female ☐ Others

Permanent Account Number (PAN) Date of Birth D D M M Y Y Y Y

Central KYC Number ☐ CKYC Proof attached (Mandatory)

Name of Guardian (in case of First / Sole Applicant is a Minor)/Contact Person-Designation (in case of non-individual Investors) / POA Holder Name

Permanent Account Number (PAN) Relationship

Central KYC Number ☐ CKYC Proof attached (Mandatory)

Father's name (mandatory if PAN not provided)

## Go Green Services (Save The Future): Please provide Contact Details of First / Sole Applicant

E-Mail  
STD Code Telephone Mobile

Default Communication mode is E-mail only, if you wish to receive following document(s) via physical mode: Please tick (✓)

☐ Account Statement ☐ Annual Report ☐ Other Statutory Information

Mode of Holding [Please (✓)] ☐ Single ☐ Joint ☐ Anyone or Survivor

## Address of First / Sole Applicant

TOWN CITY/ DISTRICT STATE PIN CODE

## Overseas Address (in case of NRIs/FIIs) (Mandatory)

## Name of Second Applicant

Permanent Account Number (PAN) Date of Birth D D M M Y Y Y Y

Central KYC Number ☐ CKYC Proof attached (Mandatory)

## Name of Third Applicant

Permanent Account Number (PAN) Date of Birth D D M M Y Y Y Y

Central KYC Number ☐ CKYC Proof attached (Mandatory)

To be submitted along with the application form: 1. Your FATCA Details (Foreign Account Tax Compliance Act) & KYC Additional Details (if not already submitted), and 2. Ultimate Beneficial Owner(s) (UBO) information (for non-individuals only). Please quote the Central KYC (CKYC) number in the boxes provided above or submit your filled-in CKYC Form in case of new investor and additional CKYC form in case of existing investors, irrespective of the investment amount. The forms are available on our website

**3. KYC details (Mandatory) (refer instruction 3)** ☐ Individual ☐ Non-Individual (Please attach mandatory Ultimate Beneficial Ownership (UBO) declaration form)**Status of First/Sole Applicant** [Please (✓)]

- ☐ Listed Company
- ☐ Unlisted Company
- ☐ Individual
- ☐ Minor through guardian
- ☐ HUF
- ☐ Partnership
- ☐ Society/Club
- ☐ Company
- ☐ Body Corporate
- ☐ Trust
- ☐ Mutual Fund
- ☐ FPI
- ☐ NRI-Repatriable
- ☐ NRI-Non-Repatriable
- ☐ FI/ Sub account of FI
- ☐ Fund of Funds in India
- ☐ QFI
- ☐ Others..... (please specify)

**Occupation Details** [Please (✓)]

(To be filled only if the applicant is an individual)

*First Applicant*

- ☐ Private Sector Service ☐ Public Sector Service
- ☐ Government Service ☐ Business
- ☐ Professional ☐ Agriculturist
- ☐ Retired ☐ Housewife
- ☐ Student ☐ Forex Dealer
- ☐ Others..... (please specify)

*Second Applicant*

- ☐ Private Sector Service ☐ Public Sector Service
- ☐ Government Service ☐ Business
- ☐ Professional ☐ Agriculturist
- ☐ Retired ☐ Housewife
- ☐ Student ☐ Forex Dealer
- ☐ Others..... (please specify)

*Third Applicant*

- ☐ Private Sector Service ☐ Public Sector Service
- ☐ Government Service ☐ Business
- ☐ Professional ☐ Agriculturist
- ☐ Retired ☐ Housewife
- ☐ Student ☐ Forex Dealer
- ☐ Others..... (please specify)

**Gross Annual Income (in ₹)** [Please (✓)]*First Applicant*

- ☐ Below 1 Lac ☐ 1-5 Lacs
- ☐ 5-10 Lacs ☐ 10-25 Lacs
- ☐ > 25 Lacs - 1 Crore ☐ > 1 Crore (or)
- Net-worth (Mandatory for non-individuals) ₹  
..... as on  
IDIDIMIMIIYIYIYI (Not older than one year)

*Second Applicant*

- ☐ Below 1 Lac ☐ 1-5 Lacs
- ☐ 5-10 Lacs ☐ 10-25 Lacs
- ☐ > 25 Lacs - 1 Crore
- ☐ > 1 Crore (or) Net-worth.....

*Third Applicant*

- ☐ Below 1 Lac ☐ 1-5 Lacs
- ☐ 5-10 Lacs ☐ 10-25 Lacs
- ☐ > 25 Lacs - 1 Crore
- ☐ > 1 Crore (or) Net-worth.....

**PEP Status***First Applicant*

**For Individuals** [Please (✓)] Politically Exposed Person (PEP) Status (Also applicable for authorised signatories/Promoters/Karta/Trustee/Whole time Directors)

☐ I am PEP

☐ I am related to PEP ☐ Not Applicable

**For Non-Individuals providing any of the below mentioned services** [Please (✓)]

- ☐ Foreign Exchange/Money Changer Services
- ☐ Gaming/Gambling/Lottery/Casino Services
- ☐ Money Lending/Pawning
- ☐ None of the above

*Second Applicant*

(To be filled only if the applicant is an individual)

- ☐ I am PEP
- ☐ I am related to PEP
- ☐ Not Applicable

*Third Applicant*

(To be filled only if the applicant is an individual)

- ☐ I am PEP
- ☐ I am related to PEP
- ☐ Not Applicable

**4. FATCA-CRS DETAILS** **For Individuals & HUF (Mandatory)** **Non Individual investors should mandatorily fill separate FATCA-CRS Annexure**

The below information is required for all applicant(s) / guardian / PoA holder

Category	First Applicant/Guardian	Second Applicant	Third Applicant
1. Are you a Tax Resident of Country other than India?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Is your Country of Birth/ citizenship other than India?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Is your Residence address / Mailing address / Telephone No. other than in India?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Is the PoA holder / person to whom signatory authority is given, covered under any of the categories 1, 2 or 3 above?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered YES to any of above, please provide the below details

Country of Tax Residence			
Nationality			
Tax Identification Number <sup>\$</sup>			
Identification Type (TIN or Other, please specify)			
Residence address for tax purposes (include City, State, Country & Pin code)			
Address Type	<input type="checkbox"/> Residential or Business <input type="checkbox"/> Residential <input type="checkbox"/> Business <input type="checkbox"/> Registered Office	<input type="checkbox"/> Residential or Business <input type="checkbox"/> Residential <input type="checkbox"/> Business <input type="checkbox"/> Registered Office	<input type="checkbox"/> Residential or Business <input type="checkbox"/> Residential <input type="checkbox"/> Business <input type="checkbox"/> Registered Office
City of birth			
Country of birth			

<sup>\$</sup> In case any of applicant being resident/ tax payer in more than one country, provide tax identification number for each such country separately.

# Sundaram Long Term Micro Cap Tax Advantage Fund Series V- Application Form

## 5. Bank Account Details of First/Sole Applicant (as per SEBI Regulations it is mandatory) (refer instruction 5)

Account No															
Name of the Bank	Branch														
Branch Address	Bank City (redemption will be payable at this location)														
Cheque MICR No	Account Type [Please (✓)]	<input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRE* <input type="checkbox"/> NRO* <input type="checkbox"/> FCNR* <input type="checkbox"/> Others.....													
RTGS / NEFT / IFSC Code	*If the payment is by DD or source of fund is not clear on the Cheque leaf, please provide a copy of FIRC.														

## 6. Mode of payment of redemption/dividend proceeds via Direct credit/NEFT/Other Mode (refer instruction 6).

Direct Credit is now available with: Axis Bank, BNP Paribas Bank, Citibank, Deutsche Bank, HDFC Bank, HSBC Bank, ICICI Bank, IDBI Bank, IndusInd Bank, ING Vysya, Kotak Mahindra Bank, SBI, Standard Chartered Bank, YES Bank. If your bank falls in this list your Redemption/ Dividend proceeds will be directly credited to your account. Alternatively, you will receive the payment through NEFT mode based on the bank details available. Otherwise, payment will be made by way of a cheque/demand draft/warrant.

## 7. Payment Details: Please issue a separate cheque/Demand Draft favouring "SMF LT MICROCAP TAX ADV SERIES V" (refer instruction 7)

Scheme Name	Plan	Option*	Amount Invested (₹)	DD Charges (₹)	Net Amount Paid	Payment Details	
						Cheque/DD Number	Bank/Branch
Sundaram Long Term Micro Cap Tax Advantage Fund Series V	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Growth <input type="checkbox"/> Dividend - Payout <input type="checkbox"/> Dividend Sweep#					

# Dividend Sweep is available only in Sundaram Money Fund.

\*If you do not indicate an option, for default option refer "Plans and Options" section in page 3 of the KIM.

In case of third party payment (refer instruction 7): Please download (from www.sundarammutual.com) and attach the third party declaration form

## 8. DEMAT Account Details (refer instruction 8)

<input type="checkbox"/> National Securities Depository Ltd.	Depository Participant Name		
<input type="checkbox"/> Central Depository Services (India) Ltd.	DP ID Number	Beneficiary Account Number	

Investor willing to invest in Demat option, may provide a copy of the DP Statement enabling us to match the Demat details as stated in the application form.

## 9. Switch Out On Maturity Facility (refer instruction 9) (please refer SID & KIM of respective target scheme for product labelling)

Signature of investor(s)

At the time of application, the investor who holds units in physical mode has the option whereby all units under the scheme shall be switched on maturity into any of the Schemes of Sundaram Mutual Fund as chosen by the investor. Switch-out carried out by the Mutual Fund in accordance with this option chosen by the investor shall be deemed as redemption from the maturing scheme and subscription to the other scheme chosen by the investor.

I/We wish to switch out all units on maturity of the Scheme to the Target Scheme mentioned below.

<b>Scheme:</b> Sundaram Long Term Micro Cap Tax Advantage Fund Series V  <b>Plan:</b> <input type="checkbox"/> Regular  <b>Option:</b> <input type="checkbox"/> Growth <input type="checkbox"/> Dividend Payout <input type="checkbox"/> Dividend Sweep	TO	<b>Target Scheme:</b> Sundaram.....Fund <b>Plan:</b> <input type="checkbox"/> Regular <b>Option:</b> <input type="checkbox"/> Dividend Payout <input type="checkbox"/> Dividend Re-Investment <input type="checkbox"/> Dividend Sweep <input type="checkbox"/> Growth Any / each correction carried out in selecting the target scheme has to be counter-signed by the investor(s) to make it a valid selection. (If an investor fails to specify the option, he will be allotted units under the default option/sub-option of the Target scheme.)	1st / Sole Applicant / Guardian           2nd Applicant           3rd Applicant
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(As a default option the units shall be fully redeemed on the date of maturity and redemption proceeds shall be despatched to the address/credited to the bank account of the unit holder within 10 business days from the date of maturity). I/We have read and understood the terms and conditions applicable to the switch on maturity facility and am/are fully aware of the risk associated with such event. I/We have read and understood the Scheme Information Document (SID)/ Statement of Additional Information (SAI) and Key Information Memorandum (KIM) of the Target Scheme and have understood the investment objectives, investment pattern and risk factors applicable to the Target Scheme. I/We have not received nor been induced by any rebate or gifts, directly or indirectly, in opting the switch on maturity facility.

## 10. Nominee (available only for individuals) (refer instruction 10)

☐ I wish to nominate the following person(s)

1st Nominee	2nd Nominee	3rd Nominee
Name:.....	Name:.....	Name:.....
Relationship:.....	Relationship:.....	Relationship:.....
Address:.....	Address:.....	Address:.....
Proportion (%)* in which units will be shared by first nominee.....%	Proportion (%)* in which units will be shared by first nominee.....%	Proportion (%)* in which units will be shared by first nominee.....%
If nominee is a minor:	If nominee is a minor:	If nominee is a minor:
Date of birth:.....	Date of birth:.....	Date of birth:.....
Name of Guardian:.....	Name of Guardian:.....	Name of Guardian:.....
Address of Guardian:.....	Address of Guardian:.....	Address of Guardian:.....

\* Proportion (%) in which units will be shared by each nominee should aggregate to 100%

☐ I do not wish to choose a nominee. Signature of investor(s)

1st / Sole Applicant / Guardian

2nd Applicant

3rd Applicant

**Turn overleaf for Declaration & Signature (Mandatory) → → →**

**Acknowledgement**  
 A fund with a 3 year lock-in period & a maximum tenure of 10 years.  
 Investment upto Rs.1,50,000/- made by Individual / HUF (along with other prescribed investments) will only qualify for deduction from the gross total income under Section 80 C of the Income Tax Act, 1961 as per current tax laws.  
**Sundaram Asset Management Company Limited**, CIN: U93090TN1996PLC034615, II Floor, 46 Whites Road, Chennai - 600 014. Contact No. 1860 425 7237 (India) +91 44 4083 1500 (NRI)

Received From Mr./Mrs./Ms.....  
 Communication in connection with the application should be addressed to the Registrar **Sundaram BNP Paribas Fund Services Limited**, CIN: U67120TN2008PLC068388, Registrar and Transfer Agents, Unit: Sundaram Mutual Fund, 23, Cathedral Garden Road, Nungambakkam, Chennai 600 034. Contact No. 1860 425 7237 (India) +91 44 4083 1500 (NRI).

Serial No: SLTMC-S V

ISC's Signature & Stamp

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



**11. Declaration, Certification & Signature (refer instruction 11)**




**Declaration:** I/We • having read and understood the contents of the Statement of Additional Information/Scheme Information Document/addenda issued to the SID and KIM till date • hereby apply for units under the scheme(s) as indicated in the application form • agree to abide by the terms, conditions, rules and regulations of the scheme(s) • agree to the terms and conditions for Auto Debit • 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/investments which together with the current application will result in the total investments exceeding ₹ 50,000 in a financial year or a rolling period of twelve months (applicable for PAN exempt category of investors). 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.

**Applicable to NRIs only:** Please (✓) ☐ I/We confirm that I am/We are Non-Resident of Indian Nationality/Origin and I/We hereby confirm that the funds for subscription have been remitted from abroad through normal banking channels or from funds in my/our Non-Resident External/Ordinary Account/FCNR Account on a ☐ Repatriation Basis ☐ Non-Repatriation Basis. I/We further declare that I/We am/are not a citizen of USA / Canada.

I/We hereby declare that all the particulars given herein are true, correct and complete to the best of my/our knowledge and belief. I/ We further agree not to hold Sundaram Asset Management, its sponsor, their employees, authorised agents, service providers, representatives of the distributors liable for any consequences/losses/costs/damages in case of any of the above particulars being false, incorrect or incomplete or in case of my/our not intimating/delay in intimating any changes to the above particulars. I/We hereby authorise Sundaram Asset Management to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/ us, including all changes, updates to such information as and when provided by me/us, to any Indian or foreign governmental or statutory or judicial authorities/agencies, the tax/revenue authorities, other investigation agencies and SEBI registered intermediaries without any obligation of advising me/us of the same. I/We hereby agree to provide any additional information/documentation that may be required in connection with this application.

**Certification:** I/We have understood the information requirements of this Form (read along with the FATCA-CRS Instructions), stated in pages 1-24 and hereby certify that the information provided by me/us on this Form is true, correct, and complete. I/We also confirm that I/We have read and understood the FATCA-CRS Terms and Conditions and hereby accept the same.

I/We agree to indemnify Sundaram Asset Management Company Limited in respect of any false, misleading, inaccurate and incomplete information regarding my/our "U.S. person" status for U.S. federal income tax purposes. or in respect of any other information as may be required under applicable tax laws.

<b>Name of First / Sole Applicant / Guardian</b>	<b>Name of Second Applicant</b>	<b>Name of Third Applicant</b>
 <b>Signature of First / Sole Applicant / Guardian</b>	 <b>Signature of Second Applicant</b>	 <b>Signature of Third Applicant</b>

Date: ...../...../.....

Place:.....

**FATCA-CRS Instructions**

**Details under FATCA-CRS/Foreign Tax Laws:** The Central Board of Direct Taxes has notified Rules 114F to 114H, as part of the Income Tax Rules 1962, which Rules require Indian financial institutions such as the Bank to seek additional personal, tax and beneficial owner information and certain certifications and documentation from all our account holders. In certain circumstances (including if we do not receive a valid self-certification from you) we may be obliged to share information on your account with relevant tax authorities/appointed agencies. If you have any questions about your tax residency, please contact your tax advisor. Should there be any **change in any information provided by you, please ensure you advise us promptly, i.e., within 30 days.** Towards compliance, we may also be required to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto. As may be required by domestic or overseas regulators/ tax authorities, we may also be constrained to withhold and pay out any sums from your account or close or suspend your account(s).

**If you are a US citizen or resident or greencard holder, please include United States in the Country of Tax Residence field along with your US Tax Identification Number.** Foreign Account Tax Compliance provisions (commonly known as FATCA) are contained in the US Hire Act 2010.

\$ It is mandatory to supply a TIN or functional equivalent if the country in which you are tax resident issues such identifiers. If no TIN is yet available or has not yet been issued, please provide an explanation with supporting documents and attach this to the form.

Particulars				
Scheme Name / Plan / Option / Sub-option	Cheque/DD/Payment Instrument Number/Date	Drawn on (Name of Bank & Branch)	Amount in figures (₹) & Amount in words	Switch on Maturity To
				Sundaram..... .....

## Details of Ultimate Beneficial Owner (UBO) including additional FATCA & CRS information (please include other references for completeness sake)

Name of the entity: .....

Type of address given at KRA ☐ Residential or Business ☐ Residential ☐ Business ☐ Registered Office

"Address of tax residence would be taken as available in KRS database. In case of any change, please approach KRA and notify the changes"

Customer ID / Foio Number: .....

PAN.....

Date of incorporation ...../...../.....

City of incorporation:.....

Country of incorporation:.....

Net Worth in INR. In ₹ Lakhs  Net Worth as on           (Date should not be older than one year)

Is the entity involved in / providing any of these services:	Foreign Exchange / Money Changer Services	Yes No	Gaming / Gambling / Lottery Services [e.g. casinos, betting syndicates]	Yes No	Money Laundering / Pawning	Yes No	Any other information [if applicable]
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Entity Constitution Type: ☐ A Partnership Firm ☐ B HUF ☐ C Private Limited Company ☐ D Public Limited Company ☐ E Society ☐ F AOP/BOI ☐ G Trust ☐ H Liquidator ☐ I Limited Liability Partnership ☐ J Artificial Juridical Person ☐ K Others specify.....)

Please tick the applicable tax resident declaration:

Is "Entity" a tax resident of any country other than India ☐ Yes ☐ No

(if yes, please provide country/ies in which the entity is a resident for tax purposes and the associated Tax ID Number below)

Country	Tax Identification Number%	Identification Type (TIN or Other%, please specify)

%In case Tax Identification Number is not available, kindly provide its functional equivalent<sup>§</sup>

In case TIN or its functional equivalent is not available, please provide Company Identification Number or Global Entity Identification Number or GIIN etc.

In case the Entity's Country of Incorporation / Tax residence is U.S. but Entity is not a Specified U.S. Person, mention Entity's exemption code here: .....

### FATCA & CRS declaration (Please consult your professional tax advisor for further guidance on FATCA & CRS classification)

#### Part A (to be filled by Financial Institutions or Direct Reporting NFEs)

1	We are a <input type="checkbox"/> Financial institution <sup>1</sup> or <input type="checkbox"/> Direct reporting NFE <sup>2</sup> (please tick as appropriate)	GIIN:..... Note: If you do not have a GIIN but you are sponsored by another entity, please provide your sponsor's GIIN above and indicate your sponsor's name below: Name of sponsoring entity:.....	GIIN not available (please tick as applicable): <input type="checkbox"/> <b>Applied for</b> If the entity is a Financial Institutions: <input type="checkbox"/> <b>Not required to apply for</b> (Please specify 2 digits sub-category <sup>3</sup> .....) <input type="checkbox"/> <b>Not obtained – Non-participating FI</b>
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#### Part B (please fill any one as appropriate 'to be filled by NFEs other than Direct Reporting NFEs')

1	Is the Entity a publicly traded company <sup>4</sup> (that is, a company whose shares are regularly traded on an established securities market)	<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please specify any one stock exchange on which the stock is regularly traded) Name of the stock exchange .....
2	Is the Entity a related entity of a publicly traded company <sup>5</sup> (a company whose shares are regularly traded on an established securities market)	<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please specify name of the listed company and one stock exchange on which the stock is regularly traded) Name of the listed company..... Nature of relation: <input type="checkbox"/> Subsidiary of the listed company or <input type="checkbox"/> Controlled by a listed company Name of the stock exchange .....
3	Is the Entity an active NFE <sup>6</sup>	<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please, fill UBO declaration in the next section) Nature of business ..... Please specify the sub-category of Active NFE:..... (Mention code – refer 2c of Part D)
4	Is the Entity a passive NFE <sup>7</sup>	<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please, fill UBO declaration in the next section) Nature of business .....

<sup>1</sup> Refer 1 of Part D

<sup>2</sup> Refer 3(vii) of Part D

<sup>3</sup> Refer 1A. of Part D

<sup>4</sup> Refer 2a of Part D

<sup>5</sup> Refer 2b of Part D

<sup>6</sup> Refer 2c of Part D

<sup>7</sup> Refer 3(ii) of Part D

# KYC additional details & FATCA-CRS Annexure for Entities including UBO

## UBO Declaration

Category (Please tick applicable category): ☐ Unlisted Company ☐ Partnership Firm ☐ Limited Liability Partnership Company  
☐ Unincorporated association / body of individuals ☐ Public Charitable Trust ☐ Religious Trust ☐ Private Trust  
☐ Others (please specify.....)

Please list below the details of controlling person(s), confirming ALL Countries of Tax residency / permanent residency / citizenship and ALL Tax Identification Numbers for EACH controlling person(s).

Owner-documented FFI's<sup>8</sup> should provide FFI Owner Reporting Statement and Auditor's Letter with required details as mentioned in Forms W8 BEN E

Name - Beneficial Owner / Controlling person Country - Tax Residency* Tax ID No. - Or functional equivalent for each country*	Tax ID Type - TIN or Other, please specify Beneficial Interest - in percentage Type Code <sup>9</sup> - of controlling person	Address - Include State Country, PIN / ZIP Code & Contact Details Address Type -
1. Name ..... Country ..... Tax ID No. % .....	Tax ID Type..... Beneficial Interest ..... Type Code ..... Address Type ..... <input type="checkbox"/> Residence <input type="checkbox"/> Business <input type="checkbox"/> Registered Office	Address..... ZIP [ ][ ][ ][ ][ ][ ] State:.....Country:.....
2. Name ..... Country ..... Tax ID No. % .....	Tax ID Type..... Beneficial Interest ..... Type Code ..... Address Type ..... <input type="checkbox"/> Residence <input type="checkbox"/> Business <input type="checkbox"/> Registered Office	Address..... ZIP [ ][ ][ ][ ][ ][ ] State:.....Country:.....
3. Name ..... Country ..... Tax ID No. % .....	Tax ID Type..... Beneficial Interest ..... Type Code ..... Address Type ..... <input type="checkbox"/> Residence <input type="checkbox"/> Business <input type="checkbox"/> Registered Office	Address..... ZIP [ ][ ][ ][ ][ ][ ] State:.....Country:.....

# If Passive NFE, please provide below additional details.

(Please attach additional sheets if necessary)

PAN / Any other Identification number PAN, Aadhar, Election ID, Govt ID, Driving Licence, NREGA Job Card, Others) City of Birth - Country of Birth	Occupation Type - Service, Business Others Nationality Father's Name - Mandatory if PAN is not available	DOB - Date of Birth Gender - Male, Female, Other
1. PAN ..... City of Birth ..... Country of Birth .....	Occupation Type ..... Nationality ..... Father's Name .....	DOB D D / M M / Y Y Y Y Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Others <input type="checkbox"/>
2. PAN ..... City of Birth ..... Country of Birth .....	Occupation Type ..... Nationality ..... Father's Name .....	DOB D D / M M / Y Y Y Y Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Others <input type="checkbox"/>
3. PAN ..... City of Birth ..... Country of Birth .....	Occupation Type ..... Nationality ..... Father's Name .....	DOB D D / M M / Y Y Y Y Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Others <input type="checkbox"/>

# Additional details to be filled by controlling persons with Tax residency / permanent residency / citizenship / Green Card in any country other than India:

\* To include US, where controlling persons is a US citizen or green card holder

% In case Tax identification is not available, kindly provide functional equivalent

<sup>8</sup> Refer 3(vi) of Part D <sup>9</sup> Refer 3(iv) (A) of Part D

## FATCA - CRS Terms and Conditions

The Central Board of Direct Taxes has notified Rules 114F to 114H as part of the Income-tax Rules, 1962, which Rules require Indian financial institutions such as the Bank to seek additional personal tax and beneficial owner information and certain certifications and documentations from all our account holders. In relevant cases, information will have to be reported to tax authorities/appointed agencies. Towards compliance, we may also be required to provide information to any institutions such as withholding agents for the purpose of ensuring appropriate withholding from the account or any proceeds in relation thereto.

Should there be any change in any information provided by you, please ensure you advise us promptly i.e. within 30 days.

Please note that you may receive more than one request for information if you have multiple relationships with Sundaram Asset Management Company/Sundaram Mutual Fund or its group entities. Therefore, it is important that you respond to our request even if you believe you have already supplied any previously requested information.

If you have any questions about your tax residency, please contact your tax advisor. If any controlling person of the entity is a US citizen or resident or green card holder, please include United States in the country of Tax Residence field along with the US Tax Identification Number.

%It is mandatory to supply a TIN or functional equivalent if the country in which you are tax resident issues such identifiers. If no TIN is yet available or has not yet been issued, please provide an explanation and attach this to the form.

**Certification:** I/We have understood the information requirements of this Form (read along with the FATCA & CRS instructions) and hereby confirm that the information provided by me/us on this Form is true, correct, and complete. I/We also confirm that I/We have read and understood the FATCA & CRS Terms and Conditions below and hereby accept the same.

Name			
Designation			
Signature	Signature	Signature	Place .....
			Date .....



# KYC additional details & FATCA-CRS Annexure for Entities including UBO

## Part D: FATCA-CRS Instructions & Definitions

**1. Financial Institution (FI)** - The term FI means any financial institution that is a Depository Institution, Custodial Institution, Investment Entity or Specified Insurance company, as defined.

- **Depository institution** is an entity that accepts deposits in the ordinary course of banking or similar business.
- **Custodial institution** is an entity that holds as a substantial portion of its business, holds financial assets for the account of others and where its income attributable to holding financial assets and related financial services equals or exceeds 20 percent of the entity's gross income during the shorter of-
  - (i) The three financial years preceding the year in which determination is made; or
  - (ii) The period during which the entity has been in existence, whichever is less.
- **Investment entity is any entity:**
  - That primarily conducts a business or operates for or on behalf of a customer for any of the following activities or operations for or on behalf of a customer
    - (i) Trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading; or
    - (ii) Individual and collective portfolio management; or
    - (iii) Investing, administering or managing funds, money or financial asset or money on behalf of other persons ;

or

- The gross income of which is primarily attributable to investing, reinvesting, or trading in financial assets, if the entity is managed by another entity that is a depository institution, a custodial institution, a specified insurance company, or an investment entity described above.

An entity is treated as primarily conducting as a business one or more of the 3 activities described above, or an entity's gross income is primarily attributable to investing, reinvesting, or trading in financial assets of the entity's gross income attributable to the relevant activities equals or exceeds 50 percent of the entity's gross income during the shorter of:

- (i) the three-year period ending on 31 March of the year preceding the year in which the determination is made; or
- (ii) the period during which the entity has been in existence.

The term "Investment Entity" does not include an entity that is an active non-financial entity as per codes 03, 04, 05 and 06 - refer point 2c.)

- **Specified Insurance Company:** Entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract.

- **FIs not required to apply for GIIN:**

A. Reasons why FI not required to apply GIIN

Code	Sub-category
01	Governmental Entity, International Organization or Central Bank
02	Treaty Qualified Retirement Fund; a Broad Participation Retirement Fund; a Narrow Participation Retirement Fund; or a Pension Fund of a Governmental Entity, International Organization or Central Bank
03	Non-public fund of the armed forces, an employees' state insurance fund, a gratuity fund or a provident fund
04	Entity is an Indian FI solely because it is an investment entity
05	Qualified credit card issuer
06	Investment Advisors, Investment Managers & Executing Brokers
07	Exempt collective investment vehicle
08	Trustee of an Indian Trust
09	FI with a local client base
10	Non-registering local banks
11	FFI with only Low-Value Accounts
12	Sponsored investment entity and controlled foreign corporation
13	Sponsored, Closely Held Investment Vehicle
14	Owner Documented FFI

## 2. Non-financial entity (NFE) – Foreign entity that is not a financial institution

Types of NFEs that are regarded as excluded NFE are:

a. *Publicly traded company (listed company)*

A company is publicly traded if its stock are regularly traded on one or more established securities markets

(Established securities market means an exchange that is officially recognized and supervised by a governmental authority in which the securities market is located and that has a meaningful annual value of shares traded on the exchange)

# KYC additional details & FATCA-CRS Annexure for Entities including UBO

## b. Related entity of a publicly traded company

The NFE is a related entity of an entity of which is regularly traded on an established securities market;

## c. Active NFE: (is any one of the following):

Code	Sub-category
01	Less than 50 percent of the NFE's gross income for the preceding financial year is passive income and less than 50 percent of the assets held by the NFE during the preceding financial year are assets that produce or are held for the production of passive income;
02	The NFE is a Governmental Entity, an International Organization, a Central Bank, or an entity wholly owned by one or more of the foregoing;
03	Substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an entity shall not qualify for this status if the entity functions as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;
04	The NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE shall not qualify for this exception after the date that is 24 months after the date of the initial organization of the NFE;
05	The NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganizing with the intent to continue or recommence operations in a business other than that of a Financial Institution;
06	The NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution;
07	<p>Any NFE that fulfills all of the following requirements:</p> <ul style="list-style-type: none"> <li>It is established and operated in India exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in India and it is a professional organization, business league, chamber of commerce, labor organization, agricultural or horticultural organization, civic league or an organization operated exclusively for the promotion of social welfare;</li> <li>It is exempt from income tax in India;</li> <li>It has no shareholders or members who have a proprietary or beneficial interest in its income or assets;</li> <li>The applicable laws of the NFE's country or territory of residence or the NFE's formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFE's charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and</li> </ul> <p>The applicable laws of the NFE's country or territory of residence or the NFE's formation documents require that, upon the NFE's liquidation or dissolution, all of its assets be distributed to a governmental entity or other non-profit organization, or escheat to the government of the NFE's country or territory of residence or any political subdivision thereof.</p> <p><i>Explanation</i> - For the purpose of this sub-clause, the following shall be treated as fulfilling the criteria provided in the said sub-clause, namely:-</p> <ul style="list-style-type: none"> <li>(I) an Investor Protection Fund referred to in clause (23EA);</li> <li>(II) a Credit Guarantee Fund Trust for Small Industries referred to in clause 23EB; and</li> <li>(III) an Investor Protection Fund referred to in clause (23EC), of section 10 of the Act;</li> </ul>

## 3. Other definitions

### (i) Related entity

An entity is a 'related entity' of another entity if either entity controls the other entity, or the two entities are under common control. For this purpose, control includes direct or indirect ownership of more than 50% of the votes and value in an entity.

### (ii) Passive NFE

The term passive NFE means

- (i) any non-financial entity which is not an active non-financial entity including a publicly traded corporation or related entity of a publicly traded company;

or

- (ii) an investment entity defined in clause (b) of these instructions
- (iii) a withholding foreign partnership or withholding foreign trust;

(Note: Foreign persons having controlling interest in a passive NFE are liable to be reported for tax information compliance purposes)

## (iii) Passive income

The term passive income includes income by way of :

- (1) Dividends,
- (2) Interest
- (3) Income equivalent to interest,
- (4) Rents and royalties, other than rents and royalties derived in the active conduct of a trade or business conducted, at least in part, by employees of the NFE
- (5) Annuities
- (6) The excess of gains over losses from the sale or exchange of financial assets that gives rise to passive income
- (7) The excess of gains over losses from transactions (including futures, forwards, options and similar transactions) in any financial assets,
- (8) The excess of foreign currency gains over foreign currency losses
- (9) Net income from swaps
- (10) Amounts received under cash value insurance contracts

But passive income will not include, in case of a non-financial entity that regularly acts as a dealer in financial assets, any income from any transaction entered into in the ordinary course of such dealer's business as such a dealer.

## (iv) Controlling persons

Controlling persons are natural persons who exercise control over an entity and includes a beneficial owner under sub-rule (3) of rule 9 of the Prevention of Money-Laundering (Maintenance of Records) Rules, 2005. In the case of a trust, the controlling person means the settlor, the trustees, the protector (if any), the beneficiaries or class of beneficiaries, and any other natural person exercising ultimate effective control over the trust. In the case of a legal arrangement other than a trust, controlling person means persons in equivalent or similar positions.

Pursuant to guidelines on identification of Beneficial Ownership issued vide SEBI circular no. CIR/MIRSD/2/2013 dated January 24, 2013, persons (other than Individuals) are required to provide details of Beneficial Owner(s) ('BO'). Accordingly, the Beneficial Owner means 'Natural Person', who, whether acting alone or together, or through one or more juridical person, exercises control through ownership or who ultimately has a controlling ownership interest of / entitlements to:

- i. More than 25% of shares or capital or profits of the juridical person, where the juridical person is a company;
- ii. More than 15% of the capital or profits of the juridical person, where the juridical person is a partnership; or
- iii. More than 15% of the property or capital or profits of the juridical person, where the juridical person is an unincorporated association or body of individuals.

Where the investor/applicant is a trust, the financial institution shall identify the beneficial owners of the investor/applicant and take reasonable measures to verify the identity of such persons, through the identity of the settler of the trust, the trustee, the protector, the beneficiaries with 15% or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

Where no natural person is identified the identity of the relevant natural person who holds the position of senior managing official.

### (A) Controlling Person Type:

#### Code Sub-category

C01	CP of legal person-ownership
C02	CP of legal person-other means
C03	CP of legal person-senior managing official
C04	CP of legal arrangement-trust-settlor
C05	CP of legal arrangement--trust-trustee
C06	CP of legal arrangement--trust-protector
C07	CP of legal arrangement--trust-beneficiary
C08	CP of legal arrangement--trust-other
C09	CP of legal arrangement—Other-settlor equivalent
C10	CP of legal arrangement—Other-trustee equivalent
C11	CP of legal arrangement—Other-protector equivalent
C12	CP of legal arrangement—Other-beneficiary equivalent
C13	CP of legal arrangement—Other-other equivalent
C14	Unknown



# KYC additional details & FATCA-CRS Annexure for Entities including UBO

## (v) Specified U.S. person – A U.S. person other than the following:

- (i) a corporation the stock of which is regularly traded on one or more established securities markets;
- (ii) any corporation that is a member of the same expanded affiliated group, as defined in section 1471(e)(2) of the U.S. Internal Revenue Code, as a corporation described in clause (i);
- (iii) the United States or any wholly owned agency or instrumentality thereof;
- (iv) any State of the United States, any U.S. Territory, any political subdivision of any of the foregoing, or any wholly owned agency or instrumentality of any one or more of the foregoing;
- (v) any organization exempt from taxation under section 501(a) of the U.S. Internal Revenue Code or an individual retirement plan as defined in section 7701(a)(37) of the U.S. Internal Revenue Code;
- (vi) any bank as defined in section 581 of the U.S. Internal Revenue Code;
- (vii) any real estate investment trust as defined in section 856 of the U.S. Internal Revenue Code;
- (viii) any regulated investment company as defined in section 851 of the U.S. Internal Revenue Code or any entity registered with the U.S. Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. 80a-64);
- (ix) any common trust fund as defined in section 584(a) of the U.S. Internal Revenue Code;
- (x) any trust that is exempt from tax under section 664(c) of the U.S. Internal Revenue Code or that is described in section 4947(a)(1) of the U.S. Internal Revenue Code;
- (xi) a dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any State;
- (xii) a broker as defined in section 6045(c) of the U.S. Internal Revenue Code; or
- (xiii) any tax-exempt trust under a plan that is described in section 403(b) or section 457(g) of the U.S. Internal Revenue Code.

## (vi) Owner documented FFI

An FFI meets the following requirements:

- (A) The FFI is an FFI solely because it is an investment entity;
- (B) The FFI is not owned by or related to any FFI that is a depository institution, custodial institution, or specified insurance company;
- (C) The FFI does not maintain a financial account for any nonparticipating FFI;
- (D) The FFI provides the designated withholding agent with all of the documentation and agrees to notify the withholding agent if there is a change in circumstances; and
- (E) The designated withholding agent agrees to report to the IRS (or, in the case of a reporting Model 1 FFI, to the relevant foreign government or agency thereof) all of the information described in or (as appropriate) with respect to any specified U.S. persons and (2). Notwithstanding the previous sentence, the designated withholding agent is not required to report information with respect to an indirect owner of the FFI that holds its interest through a participating FFI, a deemed-compliant FFI (other than an owner-documented FFI), an entity that is a U.S. person, an exempt beneficial owner, or an excepted NFE.

## (vii) Direct reporting NFE

A direct reporting NFE means a NFE that elects to report information about its direct or indirect substantial U.S. owners to the IRS

## (viii) Exemption code for U.S. persons

Code	Sub-Category
A	An organization exempt from tax under section 501 (a) or any individual retirement plan as defined in section 7701(a)(37)
B	The United States or any of its agencies or instrumentalities
C	A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities
D	A corporation the stock of which is regularly traded on one or more established securities markets, as described in Reg. section 1.1472-1(c)(1)(i)
E	A corporation that is a member of the same expanded affiliated group as a corporation described in Reg. section 1.1472-1(c)(1)(i)
F	A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards and options) that is registered as such under the laws of the United States or any state
G	A real estate investment trust
H	A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940
I	A common trust fund as defined in section 584(a)
J	A bank as defined in section 581
K	A broker
L	A trust exempt from tax under section 664 or described in section 4947(a)(1)
M	A tax exempt trust under a section 403(b) plan or section 457(g) plan

Investors must read the Scheme Information Document/Key Information Memorandum and Instructions before completing this Form.

**A 10 year close ended Equity Linked Savings Scheme**  
New Fund Offer Period Opens on: 29/03/2017 Closes on: 29/06/2017

**APPLICATION SUPPORTED BY BLOCKED AMOUNT (ASBA) FORM**  
(can be used for both demat and non-demat account holders)

		Date		D	D	M	M	Y	Y	Y	Y
ASBA Application No.											
NFO Application No. [mandatory]											
Broker/Agent Information				For office use only							
Name and AMFI Regn No.	Sub Broker Name & Code	SCSB	SCSB IFSC Code	Syndicate Member Code				SL No.			
ARN: <b>48012 (E053085)</b>		[Name & Code]	[11 digit code]	[Name & Code]							

Name of first applicant	
(Mr./Ms./Mrs./M/s.)	For Demat Account holders, please fill in name as is appearing in Demat account

Existing Folio No.	
(If you have an existing folio number of any Scheme with Sundaram Mutual Fund, please mention the number here)	

Depository Account Details: [Mandatory if the investment is in demat mode]	
Depository Name [Please tick]	National Securities Depository Ltd Central Depository Services [India] Limited
Depository Participant Name	
DP-ID	
Beneficiary Account Number	

PAN of 1st applicant [Permanent Account Number]	
---	--

Investment Details
<b>Sundaram Long Term Micro Cap Tax Advantage Fund Series V</b> Plans: <input type="checkbox"/> Regular <input type="checkbox"/> Direct Options: <input type="checkbox"/> Growth <input type="checkbox"/> Dividend Payout <input type="checkbox"/> Dividend Sweep

Details Of Bank Account For Blocking Of Funds [Bank Account should be in the name of First Applicant only]	
Bank Account Number	
Bank Name	
Branch Name where account is held	


Total Amount to be blocked [Rs. In figures]	[Rs. In words]
---	----------------

**UNDERTAKING BY ASBA INVESTOR**

1)I/We hereby undertake that I/We am/are an ASBA Investor as per the applicable provisions of the SEBI (Issue of Capital and Disclosure Requirements), Regulations 2009 ('SEBI Regulations') as amended from time to time. 2) In accordance with ASBA process provided in the SEBI Regulations and as disclosed in this application, I/We authorize (a) the SCSB to do all necessary acts including blocking of application money towards the Subscription of Units of the Scheme, to the extent mentioned above in the "SCSB / ASBA Account details" or unblocking of funds in the bank account maintained with the SCSB specified in this application form, transfer of funds to the Bank account of the Scheme/Sundaram Mutual Fund on receipt of instructions from the Registrar and Transfer Agent after the allotment of the Units entitling me/us to receive Units on such transfer of funds, etc. (b) Registrar and Transfer Agent to issue instructions to the SCSB to remove the block on the funds in the bank account specified in the application, upon allotment of Units and to transfer the requisite money to the Scheme's account / Bank account of Sundaram Mutual Fund. 3) In case the amount available in the bank account specified in the application is insufficient for blocking the amount equivalent to the application money towards the Subscription of Units, the SCSB shall reject the application 4) If the DP ID, Beneficiary Account No. or PAN furnished by me/us in the application is incorrect or incomplete or not matching with the depository records, the application shall be rejected and the Sundaram Mutual Fund or Sundaram Asset Management Company Limited or Sundaram Trustee Company Limited or SCSBs shall not be liable for losses, if any. All future communication in connection with NFO should be addressed to the SCSB/RTA/Investment Manager quoting the full name of the Sole/First Applicant, NFO Application Number, ASBA Application Number, Depository Account details [if it has been provided], Amount applied for and the account number from where NFO amount was blocked.

<b>Signature</b>	
Signature of Bank Account Holders	

**Acknowledgement Slip To The Investor (To be filled up and retained by the investor)**

Sundaram Asset Management, II Floor, 46 Whites Road, Chennai - 600 014. Contact No. 1860 425 7237 (India) +91 44 4083 1500 (NRI)		 <b>SUNDARAM MUTUAL</b>	
Application Number:		ASBA Application Number:	
<b>Sundaram Long Term Micro Cap Tax Advantage Fund Series V</b> Plans: <input type="checkbox"/> Regular <input type="checkbox"/> Direct Options: <input type="checkbox"/> Growth <input type="checkbox"/> Dividend Payout <input type="checkbox"/> Dividend Sweep			
Date	D	D	M
	M	Y	Y
Received from Mr./Ms./Mrs./M/s.	ASBA Application Number		
	SCSB Account details		
	Total Amount to be Blocked		
	SCSB Stamp, Signature		
Address	A/C No.	Rs. In figures	
	Bank Name	Rs. In words	
	Branch Name		

1. **Applications Supported by Blocked Amount or ASBA facility:** An application containing an authorization given by the Investor to block the application money in his/her specified bank account towards the subscription of Units offered during the NFO (New Fund Offer) of a Scheme. If an investor is applying through ASBA facility, the application money towards the subscription of Units shall be debited from his specified bank account only if his/her application is selected for allotment of Units.

It is an additional payment option that the investor can use in addition to the existing modes (Cheque/Demand Draft etc) for buying Units during NFO. It is available only to individuals. It is not available for subscribing to Units on an ongoing basis after the NFO. For availing this option the bank, where the investor has an account, should be a Self Certified Syndicate Bank (SCSB).

2. **"Controlling Branches (CBs) of the Self Certified Syndicate Banks (SCSB):** Controlling Branches (CBs) are the branches of the SCSBs acting as coordinating branches for the Registrar and Transfer Agent of Sundaram Mutual Fund schemes, the AMC and the Stock Exchange(s) for the ASBA facility offered during the NFO period.
3. **"Designated Branches (DBs) of the SCSBs:** Designated Branches (DBs) are the branches of the SCSBs which shall collect the ASBA Application Forms duly filled by the Investors towards the subscription to the Units of the Scheme offered during the NFO. The list of these Designated Branches is available at <http://www.sebi.gov.in/pmd/scsb.pdf> and [www.sundarammutual.com](http://www.sundarammutual.com)
4. **"Self Certified Syndicate Bank" or SCSB:** Self Certified Syndicate Bank/ SCSB means a bank registered with SEBI to offer the facility of applying through the ASBA process. ASBAs can be accepted only by SCSBs, whose names appear in the list of SCSBs as displayed by SEBI on its website at [www.sebi.gov.in](http://www.sebi.gov.in).

5. **The ASBA facility during NFO:** In respect of New Fund Offer (NFO) of Schemes/Plan(s) launched on or after October 1, 2010, an investor (being an Individual) can subscribe to the NFO through Applications Supported by Blocked Amount (ASBA) facility by applying for the Units offered in the ASBA Application Form and following the procedure as prescribed in the form. For details please refer to the Section "Applications Supported by Blocked Amount (ASBA) facility, below and also the Application Form/KIM of the Scheme

**Applications Supported by Blocked Amount (ASBA) facility:** Pursuant to SEBI Circular dated SEBI/MD/CIR No 18 /198647 /2010 March 15, 2010, an investor can subscribe to the New Fund Offer (NFO) launched on or after October 1, 2010 through ASBA facility by applying for the Units in the ASBA Application Form and following the procedure as prescribed in the form.

ASBA is an application containing an authorization given to the Bank by the Investor to block the application money in his/her specified bank account towards the subscription of Units offered during the NFO of the Scheme of Sundaram Mutual Fund. Thus, for an investor who applies through ASBA facility, the application money towards the subscription of Units shall be debited from his specified bank account only if his/her application is selected for allotment of Units. The blocked amount cannot be withdrawn and will earn interest as per account terms applicable. It may be noted that since ASBA Facility is pursuant to an arrangement between the Investor and his /her Bank, Sundaram Mutual Fund, or its Trustee/AMC/ its Employees/Directors will not be responsible for any delay, error or omission/commission, or deficiency if any, on the part of the Investor's Bank.

#### Benefits of Applying through ASBA facility

- (i) Writing cheques / demand drafts and sending them for collection etc are not required, as investor needs to submit ASBA application Form accompanying an authorization to block the account to the extent of application money towards subscription of Units. The balance money, if any, in the account can be used for other purposes by the investors.
- (ii) Release/Unblocking of blocked funds after allotments done instantaneously.
- (iii) Unlike other modes of payment, ASBA facility prevents the loss of interest income on the application money towards subscription of Units as it remains in the bank account of the investor till the allotment is made.
- (iv) Refunds of money to the investors do not arise as the application money towards subscription of Units gets transferred only to the extent of amount payable for the actual allotment
- (v) The investor deals with the known intermediary i.e. his/her own bank.
- (vi) The application form is simpler as the application form for ASBA will be different from the NFO application form.

#### ASBA Procedure:

- (a) An Investor intending to subscribe to the Units of the NFO through ASBA, shall submit a duly completed ASBA Application Form to a Self Certified Syndicate Bank (SCSB), with whom he/she has a Bank Account.

- (b) The ASBA Application Form towards the subscription of Units can be submitted through one of the following modes.
  - a. Submit the form physically with the Designated Branches (DBs) of the SCSB ("Physical ASBA"); or
  - b. Submit the form electronically through the internet banking facility offered by the SCSB ("Electronic ASBA").
- (c) An acknowledgement will be given by the SCSB in the form of the counter foil or specifying the application number for reference. (Note: Such acknowledgement does not guarantee, in any manner that the investors will be allotted the Units applied for. Further, if the bank account specified in the ASBA Application Form does not have sufficient credit balance to meet the application money towards the subscription of Units, the Bank shall reject the ASBA Application form.)
- (d) On acceptance of Physical or Electronic ASBA, the SCSB shall block funds available in the bank account specified to the extent of the application money specified in the ASBA Application Form.
- (e) The application money towards the Subscription of Units shall be blocked in the account until (i) Allotment of Units is made or (ii) Rejection of the application.
- (f) SCSBs shall unblock the bank accounts (i) for Transfer of requisite money to the NFO bank account against each valid application on allotment or (ii) in case the application is rejected.
- (g) **For the scheme HDFC Bank Limited has consented to process the ASBA application form.**

*Note: No request for withdrawal of ASBA application form made during the NFO Period will be allowed.*

#### Grounds for Technical Rejections of ASBA application forms ASBA

Grounds on which Application Forms can be rejected, at the discretion of Sundaram Mutual Fund/ Registrar and Transfer Agent of Sundaram Mutual Fund or SCSBs include, but are not limited to-

1. Applications by persons not competent to contract under the Indian Contract Act, 1872, including but not limited to minors, insane/insolvent persons or where the Bank Account concerned is the subject matter of any attachment / restraint order by a Court or a competent authority under any law etc.
2. Mode of ASBA i.e. either Physical ASBA or Electronic ASBA not selected or ticked properly.
3. The ASBA Application Form is without the stamp of the SCSB.
4. Application by any person/entity outside India if which is not in compliance with applicable foreign and Indian laws/Regulations.
5. Bank account details not given or incorrect /incomplete details given.
6. Relevant Legal Documents (such as Duly certified Power of Attorney, if applicable), not submitted along with the ASBA application form.
7. No corresponding records available with the Depositories matching the parameters namely
  - (a) Names of the ASBA applicants (including the order of names of joint applicants holders)
  - (b) DP ID (c) Beneficiary account number or any other relevant details pertaining to the Depository Account.

**Mechanism for Redressal of Investor Grievances:** All grievances relating to the ASBA facility may be addressed to the respective SCSBs, giving full details such as name, address of the applicant, number of Units applied for, counterfoil or the application reference given by the SCSBs, DBs or CBs, amount paid on application and the Designated Branch or the collection centre of the SCSB where the Application Form was submitted by the ASBA Investor.

If the SCSB is unable to resolve the grievance within reasonable time, it shall be addressed to the Registrar and Transfer Agent Sundaram BNP Paribas Fund Services (SBNPPFS) with a copy to the Investor Service Department of Sundaram Asset Management Company Limited

#### Investor Relations Manager

**S Ravi**

Head - Customer Services

Sundaram Asset Management Company Limited,

Sundaram Towers, No. 46, Whites Road, Royapettah, Chennai- 600 014.

Fax: (044) 28569808

Contact No. 1860 425 7237 (India) +44 4083 1500 (NRI)

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# Collection centers of HDFC Bank

**ANDHRA PRADESH:** **Anantapur:** 1st Floor, T Nagaraju Complex, D.No. 10/323, Sarojini Road, Opp. To Vasunderadevi Hospital, Near Clock Towers, Anantapur 515001 **Cuddapah:** 1st Floor, Lalithamma Building, Ngo'S Colony, Upstairs Union Bank of India Cuddapah 516002 **Guntur:** Door No. 5-87-26, 1st Floor, Sai Srinivasa Building, Opp. Nelagiri Super Market, Main Road, Lakshmi Puram, Guntur 522007 • Gayatri Enclave, 1st Floor, 8th Lane, First Cross Road, Arundelpet, GUNTUR - 522 002 **Kakinada:** 2nd Floor, D. No.5-1-61, Opp. Brindhavan Lodge, Main Road, Surya Rao Peta, Kakinada 533001 **Kurnool:** DPLR Plaza, 2nd Floor, Upstairs SBI Near (Old Town-Branch), Opp: Children'S Park, Eswar Nagar, Kurnool 518004 **Nellore(Cv):** 24/1677, Brahmanandapuram, Dargamitta, Nellore 524003 **Rajahmundry:** AMT Plaza, C18, D.No.76-5-29, Second Floor, Ganuga Street, Gandhipuram-2, Rajahmundry 533103 **Tirupathi:** Door No 2/89, 1st Floor, Tiruchanur Road, Sreenivasapuram, Tirupathi 517503 **Vijayawada:** Rajagopala Chari Street, Mahalakshmi Towers, 1st Floor, Shop No.4, Buckinghampet Post Office Road, Vijayawada 520 002 • # 40-1-126, First Floor, Vasanth Plaza, Chandramoulipuram Benz Circle, Vijayawada 520010 **Visakhapatnam:** D No 47-10-13, 1st Floor, Redanam Regency, Near Diamond Park, Dwaraka Nagar, Vishakapatnam 530016 **ASSAM:** **Guwahati:** Anandi Commercial Complex, II Floor, Bora Service, G S Road, Guwahati 781007 • 3C Dihang Arcade 3rd Floor, G.S Road, Dist-Kamrup, Guwahati 781005 **BIHAR:** **Bhagalpur:** Ground Floor, Radha Rani Sinha Road, Opp-Church Gate, Jagdispur, Bhagalpur 812001 **Muzaffarpur:** Saroj Complex, Ground Floor, Diwan Road, Musahri Ramna, Muzaffarpur 842002 **Patna:** 205, Ashiana Harniwas, New Dak Bungalow Road, Patna 800 001 • R.K. Estate 2nd Floor Opposite of Indira Gandhi Institute of Medical & Science, Raja Bazar, Bailey Road, Patna 800014 **CHHATISGARH:** **Bhilai:** 36/5, Ground Floor, Nehru Nagar(East) Besides Ing Vysya Bank, Bhilai 490020 • First Floor, No.36/5, 2nd Floor, Nehru Nagar (East), Above Ing Vysya Bank, Bhilai, Durg District, 490020 **Raipur:** Office no. S-8, 2nd floor, Raheja Towers, Near Fafadih Square, Jail Road, Raipur 492 001 • 203, 2nd Floor, Vanijaya Bhavan, Vendra Nagar Road, Raipur 492001 **GOA:** **Goa:** F 30, Alfran Plaza, Opp Don Bosco, MG Road Panjim, Goa 403001 **Madgaon:** Second Floor, Saldana Business Tower Wing A, 212, Near Mapusa Court, Mapusa 403507 **GUJARAT:** **Ahmedabad:** No 409, Shree Balaji Paragon, Near Hotel Rock Regency, C.G. Road Navrangpura, Ahmedabad - 380009 • 104, First Floor, Shivam Complex, Nr. Silicon Tower, Opp. National Handloom Law Garden, Ellisbridge, Ahmedabad 380006 **Anand:** 2, Drashti Arcade, 2nd Floor, Opp. HDFC Bank, Lambhul Road, Anand 388 001 **Baroda:** 518 & 519, Centre Point, R C Dutt Road Alkapuri, Vadodra 390005 • 109-Siddharth Complex, Besides Express Hotel, R C Dutt Road, Alkapuri, Baroda-390007 **Bharuch:** No.230-232, 2nd Floor, Aditya Complex, Kasak Circle, Bharuch 392002 **Bhavnagar:** 204, Shoppers Plaza, Parimal Chowk, Waghawadi Road, Bhavnagar 364001 **Bhuj:** office No.7, First Floor, Royal Plaza, Plot No.2 & 3, Near Shiv Krupa Nagar, Bhuj-Mirzapur Highway, Bhuj 370001 **Jamnagar:** 404, Corporate House, Opp. To St. Ann'S High School, Pandit Nehru Marg, Jamnagar 361008 **Junagadh:** 2nd Floor, Shop No.212, Amba Arcade, M G Road, Junagadh 362001 **Mehsana:** FF-01, Sigma Oasis, Nr. Hdfe Bank, High Way Mehsana 384002 **Navsari:** 1st Floor, Shop No.116, Manohar Complex, Opp. Dabu Hospital, Fuwara, Navsari 396445 **Rajkot:** 301, Metro Plaza, Nr Eagle Travels, Jansata Press Road, Bhiwlas Chowk, Rajkot 360001 • 201, Titan Complex, 2nd Floor, Kalawad Road, Near G T Seth School, Opp. To Purjab Honda, Rajkot 360005 **Surat:** HG-18 International Trade Centre, Majuragate, Surat 395002 • No.607, 6th Floor, 21st Century Business Centre, Near Udhan Darwaja, Ring Road, Surat 395002 **Surendra Nagar:** 2nd Floor, Rudraksh, Plot No:328 (Opp. To New Age Industries) Wadhwan Road, Surendra Nagar 363035 **Valsad:** 2nd Floor, Shop No.216, Trade Centre, Station Road, Valsad 396001 **Vapi:** Shop No.19 & 20, 1st Floor, Walden Plaza, Imran Nagar, Opp. To S B I, Daman - Silvassa Road, Vapi 396191 **HARYANA:** **Ambala:** I Floor, SCO No 102, Above State Bank of Bikaner & Jaipur, Prem Nagar, Ambala City 134 003 **Faridabad:** SCO 107, 1st Floor, Sector - 16, Behind Sagar Cinema, Above J & K Bank, Faridabad 121002 **Gurgaon:** III Floor, SCO No 62, Old Judicial complex, Civil lines, Gurgaon 122 001 **Hisar:** Shop No. 46 DSB First Floor, Red Square Market Hisar, Haryana 125001 **Panipat:** 1st Floor, No.75, Bmk Market, G.T.Road, Panipat. 132103 **Rohtak:** 2nd Floor, Shop No.5-B, Gopal Complex, Civil Road, Rohtak 124001 **Yamuna Nagar:** SCO-103, 1st Floor, Sector 17, Huda Jagadhari By Pass Road, Jagadhari, Yamunanagar 135001 **HIMACHAL PRADESH:** **Shimla:** 1st Floor, Hameer House, Lower Chakkar, Shimla 171005 **JAMMU & KASHMIR:** **Jammu:** Sadhana Commercial Building, No 27, A/C Gandhi Nagar Jammu 180001 **JHARKHAND:** **Bokaro:** Plot No: GB-5, City Centre, Sector - 4, Near Indian Bank, Bokaro Steel City 827 004 **Dhanbad:** 1st Floor, Shop No.107, Sree Ram Plaza, Bank More, Dhanbad 826001 **Jamshedpur:** 5/B, III Floor, Meghdeep Building, Q Road, Bistupur, Jamshedpur 831001 **Jamshedpur:** No.2, 2nd Floor, Meghdeep Building, Near South Park Hotel, Q Road, Bistupur, Jamshedpur 831001 **Ranchi:** # 205, 2nd Floor, M.R. Tower, Line Tank Road, Ranchi 834001, Jharkhand **KARNATAKA:** **Belgaum:** First Floor, Doddannavar Trade Centre, Old PB Road, Beside Bank of India, Fort Road, Belgaum 590002 **Bellary:** Flat No.3 & 9, 1st Floor, Ward No.16, T.S. No.52 Near Clock Tower Circle, Bellary 583101 **Bengaluru:** Ground Floor, Sana Plaza, 21 / 14 - A, M.G. Road, Near Trinity Metro Station, Bangalore 560001 • S-403, Manipal Centre, 47, Dickenson Road, Bengaluru 560 042. **Davangere:** # 268/3, Jayavibhava Nilaya, First Floor Opp Ram & Co Provision Stores, 4th Main, P.J.Extension, Davanagere 577002 **Hubli:** 1st Floor, Centre Point 107, 108 New Cotton Market, Sanje Vani Press Hubli 580029 **Mangalore:** B-2, Souza Arcade, Balmatta Road, Mangalore 575001 **Mangalore:** Sundaram Finance, 2nd Floor, Krishna Prasad Bldg. Above Pabbas Ice Cream Parlour Nr.Mangalore City Corporation, Lal Bagh, Mangalore 575003 **Mysore:** NO: 145, 2nd floor, 5th main, 5th cross, opposite to Syndicate Bank, Saraswathipuram, Mysore 570009 **Raichur:** Sai Ram Complex, 1-10-38, Station Road Opp. Ram Mandir, Raichur 584101 **Shimoga:** SRIJA Archade, 1st parallel road,1st cross, opp. uma dental clinic road, Jayanagar, Shimoga 577201 **Udupi:** Second Floor, Andrade Arcade, Near Syndicate Bank, Catholic Centre, K M Marg, Udupi **KERALA:** **Calicut:** 3rd Floor Kanchas Building, Near New Bus Stand, Rajaji Road, Calicut 673004 **Cochin:** Kassim Towers, 36/1899 Door No, D I Floor Sebastian Road, Off. Kaloor, Kadavanthra Road, Kaloor, Cochin 682 017 **Ernakulam:** 1st Floor, Welfare Services Centre, Ponnuranni, Vytilla Po, Ernakulam 682019 **Kannur:** 1st Floor, Tpn A1, A2, Malabar Tower, Opp Indus Motors, Thalapp, Kannur 670002 **Kollam:** 1st Floor, Kmk Complex, Second Milestone, Kilikollur, Kollam 691004 **Kottayam:** Kytharam Complex, First Floor, Union Club Junction, Kottayam 6866001 **Kozhikode:** No.5/3249-H, First Floor, Century Plaza Building, Behind Ktc Petrol Pump, Indira Gandhi Road (Mavor Road), Kozhikode 673001 **Palakkad:** First Floor, 15/513 (50), Akshaya Foundation, Stadium Bye-Pass Road, Palakkad 678001 **Thrissur:** Second Floor, R V Center, Patturaikal Junction, Near Karthiyani Nursing Home, Trichur 680022 **Trivandrum:** Vava Sahid Commercial Complex, Ambuja Vilasam Road, Trivandrum 695001. **MADHYA PRADESH:** **Bhopal:** Plot no.6 VNV Plaza 2nd Floor Bank Street, M.P Nagar Zone 2, Bhopal 462011 **Gwalior:** II Floor, 44 City Centre, Narayan Krishna, Madhav Rao Scindia Road, Gwalior -474 002 **Indore:** 125, Star Lit Towers, 29/1, Y N Road, Indore 452001 • Mezzanine Floor, MZ - 22, Bansri Trade Centre, No.581/5, M G Road, Indore 452001 **Jabalpur:** Second Floor, Digambar Tower, 936, Wright Town, Pandit Bhawani Prasad Ward, Napier Town, Jabalpur 482002 **Ratlam:** 2nd Floor, 16/45, Ratlam Plaza, Block No.C, Opp. ICICI Bank, Ratlam 457001 **Sagar:** 1st Floor, Singhai Buildings 10, Civil Lines, Sagar 470002 **Satna:** 2nd Floor, Collectorate Road, Civil Line, (Above M/S. Siddhivinayak Motors), Satna Satna 485001 **MAHARASHTRA:** **Ahmednagar:** 209, 2nd Floor, Adish Plaza, ICICI Home Finance Building (Opp. Dowle Hospital) Nagar Manmad Road, Savedi, Ahmednagar 414003 **Akola:** C-13, First Floor, Dakshata Nagar, Vyapari Complex, Sindhi Camp Chowk, Akola-444001 **Amaravathi:** 2nd Floor, Sakshi Complex, Opp. To Rajapeth Police Station, Mudholkar Peth, Badnera Road, Amaravathi 444605 **Aurangabad:** First Floor, B-4, Aurangabad Business Centre, Adalat Road, Aurangabad 431005 **Chembur:** Flat No. 313, Swastik Chambers 3rd Floor, Sion-Trombay Road, Chembur, Mumbai 400071 **Jalgaon:** 2nd Floor, India Plaza Complex, Vivekananda Nagar, Swatantry Chowk, Jiha Peth, Jalgaon 425001 **Kolhapur:** office No:12, 2nd floor, R.D. Vichare Complex (Gemstone) Near Central Bus Stand, New Shahupuri Kolhapur 416001 **Latur:** Sanmaam, First Floor, Opp

To Amba Mata Mandir, Chandra Nagar, Latur 413512 **Mumbai:** HDIL Kaledonia Commercial Complex, 2(A), 2nd Floor, Opp Vijaya Nagar, Sahar Road, Andheri East, Mumbai 400069 • Office No. 1222, 12th Floor, Maker Chamber V, Nariman Point, Mumbai 400 021 • Shop No 6, Yashwanth Building, Groung Floor, Ram Maruti Cross Road, Near Ratnakar Bank, Naupada, Thane West Mumbai 400602 • No: 114, 1st Floor, Commerce House, 140, Nagindas Master Road, Fort, Mumbai 400023 • Shop No. 2, Ground Floor in "Suchita Enclave", Co-operative Housing Society Limited, Maharashtra Nagar, Off. Chandavarkar Road, Borivali (West), Mumbai 400092. **Nagpur:** C/O.Fortune Business Centre, Plot No.6, Vasant Vihar Complex, Whc Road, Shankar Nagar, Nagpur 440 010 • 110-111, Shri Mohini Complex, Opp. Kasturchand Park 345, Kingsway Road, Nagpur 440001 **Nashik:** Shop No. 1, Shrinath Apartment, Pandit Colony- Lane No. 3, Sharanpur Road, Nashik 422 002 • First Floor, Padma-Vishwa Regency, Behind Saroj Travels, Next To Manavta Cancer Hospital Mumbai Naka, Nasik 422001 **Pune:** Second Floor, 1202/5, "Shalini Sky I" building, Near ICICI bank, Ghole Road, Shivajinagar, Pune 411 005 • 1st Floor, 'Mantri Vertex' Law College Road, Pune 411004 **Sangli:** Shiv Ratna Complex, S4, 3rd Floor, Cst No.1047B, College Corner North Shivaji Nagar, Madhavnagar Sangli 416416 **Sholapur:** 786, Maruti Tele Sankul, South Kasba, Shinde Chowk, Sholapur 413007 **NEW DELHI:** **Delhi:** 7 B, Rajendra Park, Pusa Road, Upper Ground Floor, Metro Piller No.153, New Delhi 110 060 • 605, Sixth Floor 'Ashoka Estate Building', 24, Barakhamba Road, New Delhi 110001 **ORISSA:** **Balasore:** First Floor, Choudhury Nivas P.O.-Sahadeb Khuntha, Near Bus Stand, Balasore, Odisha 756001 **Behrampur:** First Floor, Alakananda Enclave, First Lane, Gajapati Nagar, Ganjam Dist., Berhampur 760 010 **Bhubaneswar:** Office No. 16, 2nd Floor, Deen Dayal Bawan, Ashok Nagar, Bhubaneswar 751009 • II Floor, Plot No A/83, Sahid Nagar, Khurda District, Bhubaneswar 751007 **Cuttack:** Plot No. 3209, 2nd Floor, Urmila Plaza (Above Utikal Motors), Madhupatna, Cuttack 753010 **Rourkela:** 2nd Floor, Plot No. 309/P, Udit Nagar, Opp. Ambedkar Chowk, Rourkela, Sundergarh District, 769012 **Sambalpur:** Sundaram Finance Ltd, First Floor, Sabat Complex Near Wesco office Main Road, Ainthapalli Sambalpur 768004 **PONDICHERY:** **Pondicherry:** Ms Royal Enclave, Plot No 19, 100 Feet Road, Mudaliarpet, Pondicherry 605004 • No. 181, Thiruvalluvar Salai, Pillaihattam, Opp to Bahavan Saw Mill, Pondicherry 605013 **PUNJAB:** **Amritsar:** 1st Floor, 27-A, Classic Plaza, Majitha Road, Amritsar 143001 **Bhatinda:** 1st Floor, 3038 - A Guru Kanshi Marg, Bhatinda 151001 **Chandigarh:** S.C.O II Floor, 2475-2476, 22/C, Chandigarh 160022 • S.C.O 56-57 2nd Floor, Phase-II Mohali, Punjab 160072 **Jalandhar:** Shop No. 43 & 44, Fifth Floor, City Square Building, EH-197 Civil Lines, Jalandhar 144001 **Ludhiana:** SCO 18, Cabin No.401, 4th Floor, Feroz Gandhi Market, Ludhiana 141 001 • S C O-13, 1st Floor, Shanghai Towers, Feroz Gandhi Market, Ludhiana 141001 **Patiala:** Third Floor, SCO-107, New Leela Bhavan, Near Yes Bank, Patiala 147 001. **RAJASTHAN:** **Ajmer:** 1st Floor, Adjoining K C Complex Opp: Daulat Bagh, Ajmer 305001 **Alwar:** 29, Harshil Tower, 3rd Floor Naru Marg, Keshav Nagar Alwar 301001 **Bhilwara:** Second Floor, Budh Plaza Opp: Circuit House, Basant Vihar, Bhilwara 311001 **Bikaner:** Second Floor Chug Mansion Opp. Drm office, Modern Market, Bikaner 334001 **Hanumangarh:** Second Floor, Shop No: 2 & 3, Near Bombay Hospital, Town Junction Road, Hanumangarh Junction, Hanumangarh 335512 **Jaipur:** No. 202, Second Floor, OK Plus Towers, Near Vishal Mega Mart, Hathroi Road, Ajmer Road, Jaipur 302 001 • 205, 2nd Floor, Sangam Towers, Church Road, off. M I Road, Jaipur 302001 **Jodhpur:** 201, 202, Second Floor, Mody Arcade Chopasani Road, Near Bombay Motors, Jodhpur 34200 • 116, 1st Floor, Mody Arcade, Chopasani Road, Near Bombay Motor Cycle, Jodhpur 342 001 **Kota:** Second Floor, Above Reebok Showroom 393, Shopping Centre, Nr. Ghode Wale Baba Circle, Kota 324007 **Udaipur:** C/o Sundaram Finance Ltd 4th Floor, Plot No-32/1105, Centre Point, Opp. B.N. College, Udaipur 313001 **TAMIL NADU:** **Chennai:** Sundaram Towers 1st & 2nd Floor, No.46 Whites Road, Royapettah, Chennai 600014 • Ground Floor, 19, Patullos Road, Chennai 600002 • Deshabandhu Plaza, 1st Floor, No.47, Whites Road, Royapettah, Chennai 600014. **Coimbatore:** 101-E, II Floor, Kala Mansion Building, D B Road, R. S Puram, Coimbatore 641002 • No.62, First Floor, 'Time Square' Balasundaram Road, A.T.T. Colony, (Near RTO office) Coimbatore 641012 **Erode:** Ms. URT Tower, No 139/1, Perundurai Road, Erode 638 011 **Hosur:** 2nd Floor, 42/1, "Ram Prabha Towers" (Opp to Dhanam Departmental Store), Denkanikotta Main Road, Hosur 635109. **Kancheepuram:** 24, Annai Indira Gandhi Salai (Nellukara Street), Kanchipuram 631502 **Karur:** SRN Towers, IInd Floor, Tn.No.208/1, 1st Cross, Covai Road, Sengunthapuram, Karur 639001 **Kumbakonam:** 1st Floor, Nalli Plaza, Old Door No:34&34A, T S R Big Street, Kumbakonam 612001 **Madurai:** No. 183 C - North Veli Street, Opp Duke Hotel, Madurai 625 001 • 37, Krishna Rao Tank Street, (Tvs Co-Operative Store) Madurai, 625001 **Salem:** New No. 210, Old No. 315 - C, Omalar Main Road, Avk Arcade, Opp. New Bus Stand, Salem 636004 • First Floor, Srivari Shopping Mall, 2/91, New Bus Stand Road, Meyyanoor Salem 636004 **Thanjavur:** Shalini Towers, First Floor, 172, South Main Street, Thanjavur - 613009 • **Tirunelveli:** First Floor, No 985/1-C2, 1D, Indira Complex, South Vey Pass Road, Opp to Passport office, Tirunelveli 627005 **Tirupur:** Muthu Plaza, 1st Floor 320, Avanashi Road, Tirupur 641602 **Trichy:** 60/2, Krishna Complex, I st Floor, Shastri Road, Thennur, Trichy 620 017 • Bus Plaza, 2nd Floor, Front, No.5-G, Lawsons Road, Contonment, Trichy 620001 **Vellore:** 37B, Balaji Nagar, 2nd Street, Phase 3, Sathuvachari, Vellore 632009 • First Floor, 141/3 M.P. Sarathi Nagar, Vellore District Bus Owner Association Building, Chennai - Bangalore Bye Pass Road, Vellore 632012 **TELANGANA:** **Hyderabad:** 1st cross, opp. uma dental clinic road, Jayanagar, GHMC No-7-397/101,118, Opp. Dominos, S R Nagar, Hyderabad 500047 • D.No.6-3-57/1, 408-410, Diamond Block, 4th Floor, Lumbini Rockdale Compound, Somajiguda, Hyderabad 500082 **Karim Nagar:** 1st Floor, House No: 8-6-179/2A, Hyderabad Road, Above Mahi Motors, Kothirampur, Karimnagar 505001 **Warrangal:** D No 15-1-422/A, B Second Floor S.V.S Legend, Beside Industrial Estate Kaman, S.V. P Road Warangal 506002 **UTTAR PRADESH:** **Agra:** C/o Royal Sundaram General Insurance, Office No. - F-C-6, Block No- 41/4B, Friends Tower, Sanjay Palace, Agra 282002 • First Floor, Sky Tower, 29-F/211, Sanjay Palace, Agra 282002 **Aligarh:** Shop No.7 & 22, U.G.F Ailig Corporate Plaza, Marris Road, Aligarh, Uttar Pradesh 202001 **Allahabad:** 1st Floor, Saroj Bhavan, 14/4, Stanley Road, Near Patrike Crossing, Civil Lines, Allahabad 211001 **Bareilly:** IInd Floor, 116, Civil Lines, Circuit House Road, ICICI Bank Building, Bareilly Bareilly 243 001 **Ghaziabad:** 1st Floor, Ff - 31, Konark Building, Gda Market, Rdc, Ghaziabad 201001 **Gorakhpur:** C/160/30, First Floor, Naiyapur Kothi, Esmalepur, Near Chaurahiya Gola Chowk, Gorakhpur 273 001 **Jhansi:** Shop No. 5, Narayan Plaza Jojo House, Infront of Employment Exchange Gwalior Road, Jhansi 284001 **Kanpur:** 218/219 Kan Chambers, 2nd Floor, 114/113 Civil Lines Kanpur 208001 **Lucknow:** 303, Third Floor, Sky Hi Chambers, 11/5, Park Road, Lucknow 226001 • 104, UGF Sky Hi Chambers, 5- Park Road, Lucknow-226 001 **Mathura:** 3rd Floor, Shop No.330, Dwarikadheesh Plaza, Mohalla Brijnagar, Junction Road, Sonkh Adda, Mathura 281001 **Moradabad:** 2nd Floor, office No.3, Vallabh Complex, Near Pms School Civil Lines, Moradabad 244001 **Varanasi:** Flat No.7, 2nd Floor, Rama Kunj, C-32-22/17 Ram Singh Rana Nagar Colony, Cantt Siga Road, Varanasi 221002 **UTTARANCHAL:** **Dehradun:** 57/19, Raipur Road, II Floor, Shiva Palace, Dehradun 248 006 **WEST BENGAL:** **Asansol:** 1st Floor, Above United Bank of India, B.B. College More, Ushagram East, G.T. Road, P.O. Asansol, Dist. Burdwan, Asansol 713303 **Burdwan:** 5 B, M.V Apartment, 36 G.T. Road, Parbihat, Po: Sripally, Burdwan 713103 **Durgapur:** A-307, Bengal Shristi Complex, II Floor, Citi Center, Durgapur 713 216 • Sri Chaitanya Complex, 2nd Floor, Bengal Ambuja Phase II, Ambetkar Sarani, City Centre, Durgapur 713216 **Kolkata:** "Chowringhee Court", 2nd Floor, Unit No.33, 55/55/1, Chowringhee Road, Kolkata 700071 • No.7, Carnac Street, Azimganj House II Floor, Block No. 6, Kolkata 700017 • P-38 Princep Street, Ground Floor, Off Bentinck Street, (Opp Orient Cinema), Kolkata 700072 **Siliguri:** Shree Radha Complex, Block-B 2nd Floor, Iskon Mandir Road Siliguri, Dt Darjeeling 734001 **Dubai:** **Representative office:** P O Box:124337 office No. 205, AL ATTAR Grand, Above LG Showroom, Khalid Bin Al Waleed Street, Bur Dubai, Dubai, UAE.



# Customer Care Centres

**ANDHRA PRADESH:** **Anantapur:** 1st Floor, T Nagaraju Complex, D.No. 10/323, Sarojini Road, Opp. To Vasunderadevi Hospital, Near Clock Towers, Anantapur 515001 **Cuddapah:** 1st Floor, Lalithamma Building, Ngo'S Colony, Upstairs Union Bank of India Cuddapah 516002 **Guntur:** Door No. 5-87-26, 1st Floor, Sai Srinivasa Building, Opp. Nelagin Super Market, Main Road, Lakshimi Puram, Guntur 522007 • **Gayatri Enclave,** 1st Floor, 8th Lane, First Cross Road, Arundelpet, GUNTUR - 522 002 **Hyderabad:** 6-3-1090/A/13 Flat 401, 4th Floor, Manbhumi Jade Towers, Hotel Katriya Lane, Raj Bhavan Road - Somajiguda, Hyderabad 500082 • D.No.6-3-57/1, 408-410, Diamond Block, 4th Floor, Lumbini Rockdale Compound, Somajiguda, Hyderabad 500082 **Kakinada:** 2nd Floor, D. No.5-1-61, Opp. Brindhavan Lodge, Main Road, Surya Rao Peta, Kakinada 533001 **Karim Nagar:** 1st Floor, House No: 8-6-179/2A, Hyderabad Road, Bora Service, G S Road, Kothirampur, Karimnagar 505001 **Kurnool:** DPLR Plaza, 2nd Floor, Upstairs SBI Near(Old Town-Branch), Opp: Children'S Park, Eswar Nagar, Kurnool 518004 **Nellore(Cv):** 24/1677, Brahmanandapuram, Dargamitta, Nellore 524003 **Rajahmundry:** AMT Plaza, C18, D.No.76-5-29, Second Floor, Ganuga Street, Gandhipuram-2, Rajahmundry 533103 **Tirupathi:** Door No 2/89, 1st Floor, Tiruchanur Road, Sreenivasapuram, Tirupathi 517503 **Vijayawada:** D.No. 40-10-5, Sree Ramachandra Complex, Benz Circle (Bajaj Showroom Lane), Vijayawada 520 010 • # 40-1-126, First Floor, Vasanth Plaza, Chandramoulipuram Benz Circle, Vijayawada 520010 **Visakhapatnam:** D No 47-10-13, 1st Floor, Redanam Regency, Near Diamond Park, Dwaraka Nagar, Vishakhapatnam 530016 **Warangal:** D No 15-1-422/A, B Second Floor S.V.S Legend, Beside Industrial Estate Kaman, S.V. P Road Warangal 506002 **ASSAM:** **Guwahati:** Anandi Commercial Complex, II Floor, Bora Service, G S Road, Guwahati 781007 • 3C Dihang Arcade 3rd Floor, G.S Road, Dist-Kamrup, Guwhati 781005 **BIHAR:** **Bhagalpur:** Ground Floor, Chandrakol Complex, Near Ghantaghar, Radha Rani Sinha Road, Mashakhak, PS Adampur (Kotwali), Bhagalpur 812001 **Muzaffarpur:** Saroj Complex, Ground Floor, Diwan Road, Musahri Ramna, Muzaffarpur 842002 **Patna:** 205, Ashiana Harniwas, New Dak Bungalow Road, Patna 800 001 • R.K. Estate 2nd Floor Opposite of Indira Gandhi Institute of Medical & Science, Raja Bazar, Bailey Road, Patna 800014 **CHHATISGARH:** **Bhilai:** 36/5, Ground Floor, Nehru Nagar(East) Besides Ing Vysya Bank, Bhilai 490020 • First Floor, No.36/5, 2nd Floor, Nehru Nagar (East), Above Ing Vysya Bank, Bhilai, Durg District, 490020 **Raipur:** No. 26, 3rd Floor, Millennium Plaza, G.E Road, Raipur, Chhatisgarh 492 001 • 203, 2nd Floor, Vanijya Bhavan, Devendra Nagar Road, Raipur 492001 **GOA:** **Goa:** F 30, Alfran Plaza, Opp Don Bosco, MG Road Panjim, Goa 403001 **Madgaon:** Second Floor, Saldana Business Tower Wing A, 212, Near Mapusa Court, Mapusa 403507 **GUJARAT:** **Ahmedabad:** No 409, Shree Balaji Paragon, Near Hotel Rock Regency, C.G. Road Navrangpura, Ahmedabad - 380009 • 104, First Floor, Shivam Complex, Nr. Silicon Tower, Opp. National Handloom Law Garden, Ellisbridge, Ahmedabad 380006 **Anand:** F1/1, Suramya, Town Hall (Near Meza Bakery), Vidya Nagar Road, Anand 388001 **Baroda:** 518 & 519, Centre Point, R C Dutt Road Alkapuri, Vadodra 390005 • 109-Siddharth Complex, Besides Express Hotel, R C Dutt Road, Alkapuri, Baroda-390007 **Bharuch:** No.230-232, 2nd Floor, Aditya Complex, Kasak Circle, Bharuch 392002 **Bhavnagar:** 204, Shoppers Plaza, Parimal Chowk, Waghawadi Road, Bhavnagar 364001 **Bhuj:** office No.7, First Floor, Royal Plaza, Plot No.2 & 3, Near Shiv Krupa Nagar, Bhuj-Mirzapur Highway, Bhuj 370001 **Jamnagar:** 404, Corporate House, Opp. To St. Ann'S High School, Pandit Nehru Marg, Jamnagar 361008 **Junagadh:** 2nd Floor, Shop No.212, Amba Arcade, M G Road, Junagadh 362001 **Mehsana:** FF-01, Sigma Oasis, Nr. Hdfe Bank, High Way Mehsana 384002 **Navsari:** 1st Floor, Shop No.116, Manohar Complex, Opp. Dabu Hospital, Fuwara, Navsari 396445 **Rajkot:** 301, Metro Plaza, Nr Eagle Travels, Jansata Press Road, Bhilwās Chowk, Rajkot 360001. • 201, Titan Complex, 2nd Floor, Kalawad Road, Near G T Seth School, Opp. To Punjab Honda, Rajkot 360005 **Surat:** HG-18 International Trade Centre, Majuragate, Surat 395002. • No.607, 6th Floor, 21st Century Business Centre, Near Udhan Darwaja, Ring Road, Surat 395002 **Surendra Nagar:** 2nd Floor, Rudraksh, Plot No.328 (Opp. To New Age Industries) Wadhwan Road, Surendra Nagar 363035 **Valsad:** 2nd Floor, Shop No.216, Trade Centre, Station Road, Valsad 396001 **Vapi:** Shop No.19 & 20, 1st Floor, Walden Plaza, Imran Nagar, Opp. To S B I, Daman - Silvassa Road, Vapi 396191 **HARYANA:** **Ambala:** 96 - 97, 1st Floor, Haryana Motor Market G T Road, Ambala City 134002 **Faridabad:** Sco 107, 1st Floor, Sector - 16, Behind Sagar Cinema, Above J & K Bank, Faridabad 121002 **Gurgaon:** S C O-35-36, 1st Floor, Sector 12A, Commercial, Old Delhi - Gurgaon Road, Gurgaon 122001 **Hisar:** Shop No. 46 DSB First Floor, Red Square Market Hisar, Haryana 125001 **Panipat:** 1st Floor, No.75, Bisk Market, G.T.Road, Panipat. 132103 **Rohtak:** 2nd Floor, Shop No.5-B, Gopal Complex, Civil Road, Rohtak 124001 **Yamuna Nagar:** Sco-103, 1st Floor, Sector 17, Huda Jagadhari By Pass Road, Jagadhari, Yamunanagar 135001 **HIMACHAL PRADESH:** **Shimla:** 1st Floor, Hameer House, Lower Chakkar, Shimla 171005 **JAMMU & KASHMIR:** **Jammu:** Sadhana Commercial Building, No 27, A/C Gandhi Nagar Jammu 180001 **JHARKHAND:** **Bokaro:** 1st Floor, Ms. Ranju Automobiles Pvt. Ltd Main Road, Chas, Bokaro 827013 **Dhanbad:** 1st Floor, Shop No.107, Sree Ram Plaza, Bank More, Dhanbad 826001 **Jamshedpur:** 5/B, III Floor, Meghdeep Building, Q Road, Bistupur, Jamshedpur 831001 **Jamshedpur:** No.2, 2nd Floor, Meghdeep Building, Near South Park Hotel, Q Road, Bistupur, Jamshedpur 831001 **Ranchi:** Shop No-F1, Amarnath Complex, New Daily Market, Near Kailash Babu Street, Ranchi, Jharkhand-834001 **KARNATAKA:** **Belgaum:** 1st Floor, Shop No.8, Mujawar Arcade, Mujawar Compound P B Road, Nehru Nagar, Belgaum 590010 **Bellary:** Flat No.3 & 9, 1st Floor, Ward No.16, T.S. No.52 Near Clock Tower Circle, Bellary 583101 **Bengaluru:** Ground Floor, Sana Plaza, 21 / 14 - A, M.G. Road, Near Trinity Motor Station, Bangalore 560001 • # 186 1st Cross, 2nd Floor Hosur Main Road Wilson Garden Bangalore 560027 **Davanagere:** # 268/3, Jayavibhava Nilaya, First Floor Opp Ram & Co Provision Stores, 4th Main, P.J.Extension, Davanagere 577002 **Hubli:** 1st Floor, Centre Point 107, 108 New Cotton Market, Sanje Vani Press Hubli 580029 **Mangalore:** B-2, Souza Arcade, Balmatta Road, Mangalore 575001 **Mangalore:** Sundaram Finance, 2nd Floor, Krishna Prasad Bldg. Above Pabbas Ice Cream Parlour Nr.Mangalore City Corporation, Lal Bagh, Mangalore 575003 **Mysore:** Venjay, Edifice, II Floor, No.37, JLB Road Chamarajapuram, Mysore 570005 **Raichur:** Sai Ram Complex, 1-10-38, Station Road Opp. Ram Mandir, Raichur 584101 **Shimoga:** 1st Floor, Sri Ranganatha Commercial Complex Shivamurthy Circle, Kuvempu Road, Shimoga 577201 **Udupi:** Second Floor, Andrade Arcade, Near Syndicate Bank, Catholic Centre, K M Marg, Udupi **KERALA:** **Calicut:** 3rd Floor Kanchas Building, Near New Bus Stand, Rajaji Road, Calicut 673004 **Cochin:** Kassim Towers, 36/1899 Door No, D I Floor Sebastian Road, Off. Kallora, Kadavanthra Road, Kallora, Cochin 682 017 **Ernakulam:** 1st Floor, Welfare Services Centre, Ponnuruni, Vytilla Po, Ernakulam 682019 **Kannur:** 1st Floor, Tpn A1, A2, Malabar Tower, Opp Indus Motors, Thalapp, Kannur 670002 **Kollam:** 1st Floor, Krmk Complex, Second Milestone, Kilikollur, Kollam 691004 **Kottayam:** Kytharam Complex, First Floor, Union Club Junction, Kottayam 686001 **Kozhikode:** No.5/3249-H, First Floor, Century Plaza Building, Behind Kct Petrol Pump, Indira Gandhi Road (Mavor Road), Kozhikode 673001 **Palakkad:** First Floor, 15/513 (50), Akshaya Foundation, Stadium Bye-Pass Road, Palakkad 678001 **Thrissur:** Second Floor, R V Center, Patturaikal Junction, Near Karthiyani Nursing Home, Trichur 680022 **Trivandrum:** Vava Sahid Commercial Complex, Ambuja Vilasam Road, Trivandrum 695001. **MADHYA PRADESH:** **Bhopal:** Plot No. 10&11, 3Rd Floor, Alankar Palace, Bank Street, M.P.Nagar, Zone 2, Bhopal 462011 • Plot No. 6, VNV Plaza, 3rd Floor Zone II M P Nagar, Bhopal 462011 **Gwalior:** II Floor, 44 City Centre, Narayan Krishna, Madhav Rao Scindia Road, Gwalior -474 002 **Indore:** 125, Star Lit Towers, 29/1, Y N Road, Indore 452001 **Indore:** Plot No.2, 2nd Floor, Vijay Nagar, A.B Road, Opp. Metro Tower, Indore. 452010 **Jabalpur:** Second Floor, Digamber Tower, 936, Wright Town, Pandit Bhawani Prasad Ward, Napier Town, Jabalpur 482002 **Ratlam:** 2nd Floor, 16/45, Ratlam Plaza, Block No.C, Opp. ICICI Bank, Ratlam 457001 **Sagar:** 1st Floor, Singhai Buildings 10, Civil Lines, Sagar 470002 **Satna:** 2nd Floor, Collectorate Road, Civil Line, (Above M/S. Siddhivinayak Motors), Satna 485001 **MAHARASHTRA:** **Ahmednagar:** 209, 2nd Floor, Adish Plaza, ICICI

Home Finance Building (Opp. Dowle Hospital) Nagar Manmad Road, Savedi, Ahmednagar 414003 **Akola:** C-13, First Floor, Dakshata Nagar, Vyapari Complex, Sindhi Camp Chowk, Akola-444001 **Amaravathi:** 2nd Floor, Sakshi Complex, Opp. To Rajapeth Police Station, Mudholkar Peth, Badnera Road, Amaravathi 444605 **Aurangabad:** First Floor, B-4, Aurangabad Business Centre, Adalat Road, Aurgangabad 431005 **Chembur:** Flat No. 313, Swastik Chambers 3rd Floor, Sion-Trombay Road, Chembur, Mumbai 400071 **Jalgaon:** 2nd Floor, India Plaza Complex, Vivekananda Nagar, Swatantry Chowk, Jilha Peth, Jalgaon 425001 **Kolhapur:** office No:12, 2nd Floor, R.D. Vichare Complex (Gemstone) Near Central Bus Stand, New Shahupuri Kolhapur 416001 **Latur:** Sanmaan, First Floor, Opp To Amba Mata Mandir, Chandra Nagar, Latur 413512 **Mumbai:** HDIL Kaledonia Commercial Complex, 2(A), 2nd Floor, Opp Vijaya Nagar, Sahar Road, Andheri East, Mumbai 400069 • Office No. 1222, 12th Floor, Maker Chamber V, Nariman Point, Mumbai 400 021 • Shop No 6, Yashwanth Building, Groung Floor, Ram Maruti Cross Road, Near Ratnakar Bank, Naupada, Thane West Mumbai 400602 • No: 114, 1st Floor, Commerce House, 140, Nagindas Master Road, Fort, Mumbai 400023 • Shop No. 2, Ground Floor in "Suchita Enclave", Co-operative Housing Society Limited, Maharashtra Nagar, Off. Chandavarkar Road, Borivali (West), Mumbai 400092. **Nagpur:** C/O Fortune Business Centre, Plot No.6, Vasant Vihar Complex, Whc Road, Shankar Nagar, Nagpur 440 010 • 110-111, Shri Mohini Complex, Opp. Kasturba Park 345, Kingsway Road, Nagpur 440001 **Nashik:** L 17, Suyojit, Sankul, Near Rajiv Gandhi Bhavan, Sharanpur Road, Nashik 422 002 • First Floor, Padma-Vishwa Regency, Behind Saroj Travels, Next To Manavta Cancer Hospital Mumbai Naka, Nasik 422001 **Pune:** Second Floor, 1202/5, "Shalini Sky I" building, Near ICICI Bank, Ghole Road, Shivajinagar, Pune 411 005 • 1st Floor, 'Mantri Vertex' Law College Road, Pune 411004 **Sangli:** Shiv Ratna Complex, S4, 3rd Floor, Cst No.1047B, College Corner North Shivaji Nagar, Madhavanagar Sangli 416416 **Sholapur:** 786, Maruti Tele Sangli, South Kasba, Shinde Chowk, Sholapur 413007 **NEW DELHI:** **Delhi:** 7 B, Rajendra Park, Pusa Road, Upper Ground Floor, Metro Pillar No.153, New Delhi 110 060 • 605, Sixth Floor 'Ashoka Estate Building', 24, Barakhamba Road, New Delhi 110001 **ORISSA:** **Balasore:** First Floor, Choudhury Nivas P.O.-Sahadeb Khuntha, Near Bus Stand, Balasore, Odisha 756001 **Behrampur:** First Floor, Alakananda Enclave, First Lane, Gajapati Nagar, Ganjam Dist., Berhampur 760 010 **Bhubaneswar:** Office No. 16, 2nd Floor, Deen Dayal Bawan, Ashok Nagar, Bhubaneswar 751009 • 2nd Floor, Banadev Bhawan, A/108, Saheed Nagar, Khurda Dt, Bhubaneswar 751007 **Cuttack:** Plot No. 3209, 2nd Floor, Urmila Plaza (Above Uttal Motors), Madhupata, Cuttack 753010 **Rourkela:** 2nd Floor, Plot No. 309/P, Udit Nagar, Opp. Ambedkar Chowk, Rourkela, Sundergarh District, 769012 **Sambalpur:** Sundaram Finance Ltd, First Floor, Sabat Complex Near Wesco Office Main Road, Ainthapalli Sambalpur 768004 **PONDICHERY:** **Pondicherry:** Ms Royal Enclave, Plot No 19, 100 Feet Road, Mudaliarpeth, Pondicherry 605004 **PUNJAB:** **Amritsar:** 1st Floor, 27-A, Classic Plaza, Majitha Road, Amritsar 143001 **Bhatinda:** 1st Floor, 3038 - A Guru Kanshi Marg, Bhatinda 151001 **Chandigarh:** S.C.O II Floor, 2475-2476, 22/C, Chandigarh 160022 • S.C.O 56-57 2nd Floor, Phase- II Mohali, Punjab 160072 **Jalandhar:** 5 E, Session Court Road, 1st Floor, Near B M C Chowk, Jullundur 144001 **Ludhiana:** SCO 18, Cabin No.401, 4th Floor, Feroz Gandhi Market, Ludhiana 141 001 • S C O-13, 1st Floor, Shanghai Towers, Feroz Gandhi Market, Ludhiana 141001 **Patiala:** Third Floor, SCO-107, New Leela Bhavan, Near Yes Bank, Patiala 147 001. **RAJASTHAN:** **Ajmer:** 1st Floor, Adjoining K C Complex Opp: Daulat Bagh, Ajmer 305001 **Alwar:** 29, Harshil Tower, 3rd Floor Naru Marg, Keshav Nagar Alwar 301001 **Bhilwara:** Second Floor, Budh Plaza Opp: Circuit House, Basant Vihar, Bhilwara 311001 **Bikaner:** Second Floor Chug Mansion Opp. Drm office, Modern Market, Bikaner 334001 **Jaipur:** No. 202, Second Floor, OK Plus Towers, Near Vishal Mega Mart, Hathroi Road, Ajmer Road, Jaipur 302 001 • 205, 2nd Floor, Sangam Towers, Church Road, off. M I Road, Jaipur 302001 **Jodhpur:** 201, 2nd, Second Floor, Mody Arcade Chopasani Road, Near Bombay Motors, Jodhpur 34200 • 116, 1st Floor, Mody Arcade, Chopasani Road, Near Bombay Motor Cycle, Jodhpur 342 001 **Kota:** Second Floor, Above Reebok Showroom 393, Shopping Centre, Nr. Ghode Wale Baba Circle, Kota 324007 **Sriganganagar:** Ground Floor, Bansal Tower, Jawahar Nagar, N.H.No.15, Sriganganagar, Rajasthan. 335001 **Udaipur:** C/o Sundaram Finance Ltd 4th Floor, Plot No-32/1105, Centre Point, Opp. B.N. College, Udaipur 313001 **TAMIL NADU:** **Chennai:** Sundaram Towers 1st & 2nd Floor, No.46 Whites Road, Royapettah, Chennai 600014 • Ground Floor, 19, Pattulos Road, Chennai 600002 **Coimbatore:** 101-E, II Floor, Kala Mansion Building, D B Road, R S Puram, Coimbatore 641002 • No.62, First Floor, 'Time Square' Balasundaram Road, A.T.T. Colony, (Near RTO office) Coimbatore 641012 **Erode:** Ms. URT Tower, No 139/1, Perundurai Road, Erode 638 011 **Hosur:** 2nd Floor, 42/1, "Ram Prabha Towers" (Opp to Dhanam Departmental Store), Denkanikotta Main Road, Hosur 635109. **Kancheepuram:** 24, Annai Indira Gandhi Salai (Nellukara Street), Kanchipuram 631502 **Karur:** SRN Towers, IInd Floor, Ts No.208/1, 1st Cross, Covai Road, Sengunthapuram, Karur 639001 **Kumbakonam:** 1st Floor, Nalli Plaza, Old Door No:34&34A, T S R Big Street, Kumbakonam 612001 **Madurai:** No. 183 C - North Veli Street, Opp Duke Hotel, Madurai 625 001 • 37, Krishna Rao Tank Street, (Tvs Co-Operative Store) Madurai, 625001 **Salem:** New No. 210, Old No. 315- C, Omalur Main Road, Avk Arcade, Opp. New Bus Stand, Salem 636004 • First Floor, Srivari Shopping Mall, 2/91, New Bus Stand Road, Meyyanoor Salem 636004 **Thanjavur:** Shalini Towers, First Floor, 172, South Main Street, Thanjavur - 613009 • **Tirunelveli:** First Floor, No 985/1-C2, 1D, Indira Complex, South Bye Pass Road, Opp to Passport office, Tirunelveli 627005 **Tirupur:** Muthu Plaza, 1st Floor 320, Avanashi Road, Tirupur 641602 **Trichy:** 60/2, Krishna Complex, I st Floor, Shastri Road, Thennur, Trichy 620 017 • Bus Plaza, 2nd Floor, Front, No.5-G, Lawsons Road, Contonment, Trichy 620001 **Vellore:** 37B, Balaji Nagar, 2nd Street, Phase 3, Sathuvachari, Vellore 632009 • First Floor, 141/3 M.P. Sarathi Nagar, Vellore District Bus Owner Association Building, Chennai - Bangalore Bye Pass Road, Vellore 632012 **UTTAR PRADESH:** **Agra:** C/o Royal Sundaram General Insurance, Office No. - F-C-6, Block No- 41/4B, Friends Tower, Sanjay Palace, Agra 282002 • First Floor, Sky Tower, 29-F/211, Sanjay Palace, Agra 282002 **Aligarh:** Shop No.7 & 22, U.G.F. Alig Corporate Plaza, Marris Road, Aligarh, Uttar Pradesh 202001 **Allahabad:** 1st Floor, Saroj Bhavan, 14/4, Stanley Road, Near Patrike Crossing, Civil Lines, Allahabad 211001 **Bareilly:** Krishna Complex 2nd Floor Near Mahajan Hospital Stadium, Road Bareilly Bareilly Dist 243001 **Ghaziabad:** 1st Floor, Ff - 31, Konark Building, Gda Market, Rdc, Ghaziabad 201001 **Gorakhpur:** 1st Floor, Bank Road, Opposite Subhash Tractor, Corner Gali, M.G.Road, Gorakhpur 273001 • C/O Sundaram AMC Ltd, Opposite Karvy, Bank road, Gorakhpur 273001 **Jhansi:** Shop No. 5, Narayan Plaza Jojo House, Infront of Employment Exchange Gwalior Road, Jhansi 284001 **Kanpur:** 218/219 Kan Chambers, 2nd Floor, 114/113 Civil Lines Kanpur 208001 **Lucknow:** G-6 A, Upper Ground Floor, Sky Hi Chambers, 11/5, Park Road, Lucknow 226001 • 104, Ugf Sky Hi Chambers, 5- Park Road, Lucknow-226 001 **Mathura:** 3rd Floor, Shop No.330, Dwarikadheesh Plaza, Mohalla Brinjagar, Junction Road, Sonkh Adda, Mathura 281001 **Moradabad:** 2nd Floor, office No.3, Vallabh Complex, Near Pms School Civil Lines, Moradabad 244001 **Varanasi:** Flat No.7, 2nd Floor, Rama Kunj, C-32-22/17 Ram Singh Rana Nagar Colony, Cantt Sgra Road, Varanasi 221002 **UTTARANCHAL:** **Dehradun:** 57/19, Raipur Road, II Floor, Shiva Palace, Dehradun 248 006 **WEST BENGAL:** **Asansol:** 1st Floor, Above United Bank of India, B.B. College More, Ushagram East, G.T. Road, P.O. Asansol, Dist. Burdwan, Asansol 713303 **Burdwan:** 5 B, M.V Apartment, 36 G.T. Road, Parbihatna, Po: Sripally, Burdwan 713103 **Durgapur:** A-307, Bengal Shristi Complex, II Floor, Citi Centre, Durgapur 713 216 • Sri Chaitanya Complex, 2nd Floor, Bengal Ambuja Phase II, Ambetkar Sarani, City Centre, Durgapur 713216 **Kolkata:** "Chowringhee Court", 2nd Floor, Unit No.33, 55/55/1, Chowringhee Road, Kolkata 700071 • No.7, Camac Street, Azimganj House III Floor, Block No. 6, Kolkata 700017 **Siliguri:** Shree Radha Complex, Block-B 2nd Floor, Iskon Mandir Road Siliguri, Dt Darjeeling 734001 **Dubai:** **Representative office:** P O Box:124337 office No. 205, AL ATTAR Grand, Above LG Showroom, Khalid Bin Al Waleed Street, Bur Dubai, Dubai, UAE.