

#### KEY INFORMATION MEMORANDUM AND APPLICATION FORM

## Sundaram Emerging Small Cap - Series V

A close ended equity scheme predominantly investing in small cap stocks

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

- Long term capital growth,
- investment predominantly in equity / equity-related instruments of companies that can be termed as smallcaps.

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



Moderately High Risk

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

New Fund Offer opens: 25/07/2018

New Fund Offer closes: 08/08/2018

### Application Form & KIM

Contact No. 1860 425 7237 (India) +91 44 28310301 (NRI)

SMS SFUND to 56767

E-mail: customerservices@sundarammutual.com (NRI): nriservices@sundarammutual.com



# Sundaram Emerging Small Cap - Series V (Tenure 5 years) Application Form

Please refer to riskometer in the cover page and Your Guide to Fill the Application form (pages 8-10) before proceeding

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To be submitted along with the application form: 1. Your FATCA-CRS 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 incase of new investor and additional CYKC form incase of existing investors, irrespective of the investment amount. The forms are available on our website.

### Sundaram Emerging Small Cap - Series V- Application Form

3. KYC details (Mandatory) (re	efer instruction 3)   Individual	☐ Non-Individual (Please attach mandatory F	FATCA-CRS Annexure for Entities including UBO)
Status of First/Sole Applicant [Please (/)]	Occupation Details [Please (🗸)]	Gross Annual Income (in ₹) [Please (✓)]	PEP Status
☐ Listed Company	(To be filled only if the applicant is an individual)	First Applicant	First Applicant
☐ Unlisted Company	First Applicant	☐ Below 1 Lac ☐ 1-5 Lacs	For Individuals [Please (🗸)] Politically Exposed
☐ Individual	☐ Private Sector Service ☐ Public Sector Service ☐ Government Service ☐ Business	e	Person (PEP) Status (Also applicable for authorised signatories/Promoters/Karta/Trustee/Whole time Directors)
☐ Minor through guardian	☐ Government Service ☐ Business ☐ Professional ☐ Agriculturist	□ > 25 Lacs - 1 Crore □ > 1 Crore (or)	signatories/Promoters/Karia/Indistee/Whole time Directors)  □ I am PEP
☐ HUF	☐ Retired ☐ Housewife	Net-worth (Mandatory for non-individuals) ₹	☐ I am related to PEP ☐ Not Applicable
☐ Partnership	☐ Student ☐ Forex Dealer	as on	For Non-Individuals providing any of the below
☐ Society/Club	☐ Others (please specify)	— IDIDIMIMIYIYIYIYI (Not older than one	mentioned services [Please (/)]
,	Second Applicant	,	☐ Foreign Exchange/Money Changer Services
□ Company	☐ Private Sector Service ☐ Public Sector Servic		Gaming/Gambling/Lottery/Casino Services
☐ Body Corporate	☐ Government Service ☐ Business ☐ Professional ☐ Agriculturist	Second Applicant	<ul> <li>☐ Money Lending/Pawning</li> <li>☐ None of the above</li> </ul>
☐ Trust	☐ Retired ☐ Housewife	☐ Below 1 Lac ☐ 1-5 Lacs	Second Applicant
☐ Mutual Fund	☐ Student ☐ Forex Dealer	☐ 5-10 Lacs ☐ 10-25 Lacs	(To be filled only if the applicant is an individual)
□FPI	☐ Others (please specify)	□ > 25 Lacs - 1 Crore	☐ I am PEP
☐ NRI-Repatriable	Third Applicant	☐ > 1 Crore (or) Net-worth	☐ I am related to PEP
☐ NRI-Non-Repatriable	☐ Private Sector Service ☐ Public Sector Servic	e Third Applicant	□ Not Applicable
☐ FII/Sub account of FII	☐ Government Service ☐ Business	☐ Below 1 Lac ☐ 1-5 Lacs	Third Applicant
☐ Fund of Funds in India	☐ Professional ☐ Agriculturist ☐ Retired ☐ Housewife	☐ 5-10 Lacs ☐ 10-25 Lacs	(To be filled only if the applicant is an individual)  ☐ I am PEP
□QFI	Student Forex Dealer	□ > 25 Lacs - 1 Crore	☐ I am related to PEP
☐ Others (please specify		□ > 1 Crore (or) Net-worth	□ Not Applicable
4. FATCA-CRS DETAILS	For Individuals (Mandatory)   Non In		itorily fill separate FATCA-CRS Annexur
	red for all applicant(s) / guardian / PoA		normy in separate FATOA-ONS Annexur
Category	First Applicant/Guardian	Second Applicant	Third Applicant
Are you a Tax Resident of Country other than India?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
2. Is your Country of Birth/citizenship other than India?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
3. Is your Residence address / Mailing address / Telephone No. other than in India?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
4. Is the PoA holder / person to whom signatory authority is given, covered under any of the categories 1, 2 or 3 above?	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
If you have answered YES to	any of above, please provide the below	v details	
Country of Tax Residence			
Nationality			
Tax Identification Number\$ or Reason for not providing TIN			
Identification Type (TIN or			
Other, please specify)			
Residence address for tax purposes (include City, State, Country & Pin code)			
Address Type	□ Residential or Business     □ Residential    □ Business     □ Registered Office	□ Residential or Business     □ Residential    □ Business     □ Registered Office	□ Residential or Business     □ Residential    □ Business     □ Registered Office
City of birth			
Country of birth			

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

**Sundaram Asset Management** 

#### **FATCA-CRS Instructions**

www.sundarammutual.com

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 doucments and attach this to the form.

5. Bank	Account Details	of Fi	irst/So	le App	licant (	as pe	r SEBI	Regu	lations it is	s m	nandatory) (	refer	instruc	ction	5)					
Account I	No																			
Name of	the Bank						'				Branch	'								
Branch A	ddress										Bank City	(redempt	ion will be p	payable at	t this I	location)				
Cheque M	IICR No						Accour	nt Type	e [Please (🗸	)] [	 □ Savings □ (	Curren	ıt 🗆 NRI	E* 🗆 N	NRC	)* □ FCI	NR* □	Others		
RTGS / N	EFT / IFSC Cod	е							1 1		e payment is by Di									
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7. Paymo	ent Details: Plea	se iss	sue a s	eparat	e cheq	ue/De	mand [	Oraft 1	favouring 'S	Sun	daram Eme	rging	Small	Cap -	- Se	eries V'				7)
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	Emerging Smal		' Regula	ar	□ Di	rowth ividen Payo Swee	d ut									ooqu	9, 55 11.			
#Dividend	Sweep Option (	Target	t Fund)													□ Reg	ular G	rowth	☐ Dire	ct Growth
☐ National S☐ Central D☐ Investor will	Securities Depositor Depository Services Ulling to invest in D	y Ltd. (India) Demat	Ltd. DF	pository ID Num may pi	Participa ber ovide a	сору	of the D		itement ena	blin		h the	Demat							
	Out On Maturi application, the investor		• •			,			•				•			•	Sig	gnature	of inve	stor(s)
Sundaram Mutu maturing schen	ual Fund as chosen by the ne and subscription to the to switch out al	e investo e other s	or. Switch-o scheme ch	out carried osen by the	out by the e investor. of the S	<i>Mutual F</i> Scher	iund in acco ne to th	rdance v	with this option ch	hosei	n by the investor sh	hall be de								
Scheme:	Sundaram Eme	rging	Small		Sund		<u>Smaii</u>	Cap						Fun	d	_	1st / S	Sole Ap	olicant /	Guardian
Plan:	Cap Series V				Plan: Optio	n: 🗆	Regular Growth □	Divid	end Payout □	Div	vidend Re-Inve	estmen	t .							
	☐ Regular ☐ Growth ☐ Divide	dend l	Payout	ТО					☐ Regular (	Gro۱								0 1	A 11	
	☐ Dividend Swee	р	,			inve	estor(s) to r	nake it	a valid selection	. (If		to spe	cify the o	option,	he v	vill be -		2na i	Applica	<u>1t                                    </u>
I/We have read and Statement of Additi	allotted units under the default option/sub-option of the Target scheme.)  (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.  (INVe have read and understood the terms and conditions applicable to the swrtch 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 swrtch on maturity facility.  3rd Applicant																			
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	ledgement sset Management Co	mpany I	Limited, II	Floor, 46			_	_			ries <b>V (Tenu</b> 37 (India) +91 44 2	-		Seri	ai N	o: SESC	-S V			
Received Fr	rom Mr./Mrs./Ms																			
	ation in connection i <b>mited,</b> Registra															191	C's Sig	ınatııre	& Stamr	
					28310301 (1	).				ISC's Signature & Stamp  Please Note: All Purchases are subject to realisation of cheques / demand drafts.										

### Sundaram Emerging Small Cap - Series V- Application Form

10. Nominee (ava	ailable only for indivi	iduals) (refe	er instruction 1	0)  U wish to nominate the follo	wing pe	erson(s)					
1st Nominee			2nd Nominee		3rd Nominee Name:						
						nship:					
						5					
	which units will be sha			in which units will be shared by first	Proport	ion (%)* in which units will be shared by first e					
If nominee is a mi	nor:		If nominee is a	minor:	If nominee is a minor: Date of birth:						
	า:					of Guardian:					
				rdian:		s of Guardian:					
	its will be shared by each nomin										
☐ I do not wish t	o choose a nominee.	. Signature o	f investor(s) 1st /	Sole Applicant / Guardian 2r.	nd Applic	ant 3rd Applicant					
11. Declaration,	Certification & Signature	gnature (r	efer instructi	on 11)							
scheme(s) as indicated in a any rebate or gifts, directly inancial year or a rolling po to him for the different cor	the application form • agree to or indirectly in making this inversed of twelve months (application appeting Schemes of various M	abide by the ten vestment • do no able for PAN exer utual Funds from	ms, conditions, rules of have any existing Nonpt category of invest amongst which the	and regulations of the scheme(s) • agree to the term flicro SIPs/investments which together with the currorors). The ARN holder has disclosed to me/us all the Scheme is being recommended to me/us.	ns and con ent applica commission	to the SID and KIM till date • hereby apply for units under the ditions for Auto Debit • have not received nor been induced button will result in the total investments exceeding ₹ 50,000 in one (in the form of trail commission or any other mode), payable					
						subscription have been remitted from abroad through normal further declare that I/We am/are not a citizen of USA / Canada					
authorised agents, service not intimating/delay in intime/ us, including all chang	providers, representatives of t mating any changes to the aboves, updates to such information	the distributors liable particulars. It is an as and when p	able for any conseque We hereby authorise rovided by me/us, to	ences/losses/costs/damages in case of any of the a Sundaram Asset Management to disclose, share, re any Indian or foreign governmental or statutory or ju	above parti remit in any Idicial auth	old Sundaram Asset Management, its sponsor, their employees culars being false, incorrect or incomplete or in case of my/ou, or form, mode or manner, all/any of the information provided b porities/agencies, the tax/revenue authorities, other investigation in/documentation that may be required in connection with thi					
				h the FATCA-CRS Instructions), stated in pages 1-2 A-CRS Terms and Conditions and hereby accept th		bby certify that the information provided by me/us on this Formation					
	undaram Asset Management any other information as may b				ation rega	rding my/our "U.S. person" status for U.S. federal income ta					
	•	-	•	nt Declaration: I/We, the above-named Account No(s)./Folio No(s).	amed p	erson/s have invested in the Scheme(s) o					
				ctions data feed/portfolio holdings/N ned Mutual Fund Distributor/SEBI-Re		in respect of my/our investments under d Investment Advisor (Correction –					
AMFI Registration	Number:					ARN - SEBI Registration No.					
Name:											
Address:											
City PIN:											
E-Mail ID:											
Tel.No:											
Name of First	/ Sole Applicant / G	uardian	 Nar	ne of Second Applicant		Name of Third Applicant					
<i>≲</i> Signature	of First / Sole Appli Guardian	icant /	Sigr	nature of Second Applicant		≲Signature of Third Applicant					
Date:/.	/					Place:					
				_							
Scheme Name / Plan / Option / Sub-option	Cheque/DD/Payment Instrument Number/Date		awn on Bank & Branch)	Amount in figures (₹) & Amount in word	ls	Switch on Maturity To					
			·								



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

Type "Add	e of the entity:of address given at KRA ress of tax residence would a comer ID / Foio Number:	☐ Resider	ntial or I availabl	Business le in KRS d	☐ Res database. I	sidential In case of ar	☐ Bu	siness	□ R	Registered Office	ne changes"	
PAN.									Date	e of incorporation	//	
City o	of incorporation:											
Coun	try of incorporation:											
Net V	Vorth in INR. In ₹ Lakhs				Ne	et Worth as	on D	D M M	1 Y	Y Y Y (Date should r	not be older than one year)	
in / p	e entity involved Foreign roviding any of e services: Ser		Gaming Lottery Sasinos, bet	g.	Laun	loney ndering / wning	Yes No	ation [if applicable]				
Entity Constitution Type:  A Partnership Firm B HUF C Private Limited Company D Public Limited Company E Society F AOP/BOI G  H Liquidator I Limited Liability Partnership J Artificial Juridical Person K Others specify												
Pleas	se tick the applicable tax resi	ident declara	ation:									
Is "Er	ntity" a tax resident of any co	ountry other	than In	dia 🗌 Ye:	s 🗌 No							
(if yes	s, please provide country/ies	in which the	e entity	is a reside	ent for tax p	ourposes an	d the a	ssociated	Tax IL	D Number below)		
	Country			Tax	Identifica	tion Numbe	er%	Iden	tificat	ion Type (TIN or Othe	r%, please specify)	
In cas	se Tax Identification Number is no e TIN or its functional equivalent ase the Entity's Country o	t is not availab	ole, pleas	se provide C	Company Ide	entification Nu			-			
code	here:											
FAT	CA & CRS declaration (Plea	ase consult y	your pro	ofessional	tax adviso	r for further	guidan	ce on FAT	CA &	CRS classification)		
		Part A	A (to be	e filled by	Financial	Institution	s or Dir	rect Repo	rting	NFEs)		
1	We are a  ☐ Financial institution <sup>1</sup> or ☐ Direct reporting NFE <sup>2</sup> (please tick as appropriate)	If you ored by or's GIIN pelow:	do not ha another e	N but you se provide y your spons	are GII our  or's If t	Applied for						
	Part B (	please fill a	ny one	as appro	priate 'to	be filled by	NFEs	other tha	n Dire	ect Reporting NFEs')		
1	Is the Entity a publicly trade is, a company whose share traded on an established se	s are regular	rly	Yes Name of	☐ No					tock exchange on which th	e stock is regularly traded)	
				☐ Yes	☐ No	(If yes, please s	pecify nan	ne of the listed	d compai	ny and one stock exchange on w	hich the stock is regularly traded)	
2	Is the Entity a related entity traded company <sup>5</sup> (a compa are regularly traded on an e securities market)		Name of the listed company  Nature of relation:   Subsidiary of the listed company or   Controlled by a listed company									
				Name of	the stock	exchange						
				☐ Yes	☐ No business					(If yes, please, fill UBO o	decleration in the next section)	
3	Is the Entity an active NFE <sup>6</sup>	•		Please sp	pecify the		y of Ac					
4	Is the Entity a passive NFE	7		☐ Yes	☐ No						decleration in the next section)	
1.0 (	1 - ( D - 4 D	·(D-+5 ^	D. ( 4 .							6 D. ( 0 ( D 1 D.		
' Kete	r 1 of Part D <sup>2</sup> Refer 3(vii)	oi Part D 3	Heter 1A	A. of Part D	→ Heter	2a of Part D	∘ Re	efer 2b of P	art D	<sup>6</sup> Refer 2c of Part D	<sup>7</sup> Refer 3(ii) of Part D	

	UB	O Declarati	on						
Category (Please tick applicable category):  Unlisted	Company	☐ Partnership	Firm	Limited L	iability Partnershi	p Company			
☐ Unincorporated association / body of individuals	☐ Public Ch	aritable Trust	Reli	igious Trust	☐ Private Trus	t			
Others (please specify		)							
Please list below the details of controlling person(s), coldentification Numbers for EACH controlling person(s).	nfirming ALL C	ountries of Tax	residency	/ / permanent	residency / citize	enship and ALL Tax			
Owner-documented FFI's <sup>8</sup> should provide FFI Owner Re	eporting Stater	ment and Audito	r's Letter	with required	l details as mentio	oned in Forms W8 BEN E			
Name - Beneficial Owner / Controlling person	Tax ID Type	- TIN or Other, pleas	e specify	Address - Inc	aluda Stata Cauntri, Bl	N / ZIP Code & Contact Details			
Country - Tax Residency* Tax ID No Or functional equivalent for each country*		terest - in percenta - of controlling perso		Address Typ		N / ZIF Code & Contact Details			
1. Name	Tax ID Type			Address					
Country		t							
Tax ID No. <sup>%</sup>	Address Type			ZIP T		Country:			
		usiness  Registere							
2. Name	Beneficial Interes	t		Address					
Country	Type Code Address Type								
Tax ID No. <sup>%</sup>		usiness   Registere	d Office	ZIP	State:	Country:			
3. Name	,,			Address					
Country		t							
Tax ID No. <sup>%</sup>	Address Type			ZIP \  \		Country			
		usiness  Registere	d Office			Country:			
# If Passive NFE, please provide below additional details PAN / Any other Identification number		Occupation Type	e - Service	Business Others		Iditional sheets if necessary)			
PAN , Aadhaar, Election ID, Govt ID, Driving Licence, NREGA Job Card, 0	Others)	lationality			DOB - Da Gender -	ate of Birth - Male, Female, Other			
City of Birth - Country of Birth	F	ather's Name -	Mandatory i	f PAN is not availa	ble	waio, romaio, othor			
1. PAN		ccupation Type			DOB	DD/MM/YYYY			
City of Birth		ationality ather's Name			Gender	Male Female			
Country of Birth						Others			
2. PAN		ccupation Type ationality			202	D D / M M / Y Y Y Y			
Country of Birth		ather's Name			Gender	Male  Female Others			
3. PAN		ccupation Type				DD/MM/YYYY			
City of Birth		ationality				Male   Female			
Country of Birth	Fa	ather's Name				Others			
# Additional details to be filled by controlling persons with Tax re * To include US, where controlling persons is a US citizen or gre % Incase Tax identification is not available, kindly provide function	en card holder	nent residency / c	itizenship /	Green Card in a	any country other tha	an India:			
<sup>8</sup> Refer 3(vi) of Part D <sup>9</sup> Refer 3(iv) (A) of Part D	mai oquivalom								
	FATCA - C	RS Terms and C	Conditions	8					
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 please provide an explanation and attach this to the form.	Country in WillOll	, su ale lax reside	100000	Jaon Idonillioi5.	no my io yet avall	az.s of has not yet been issued,			
<b>Certification:</b> I/We have understood the information requirement provided by me/us on this Form is true, correct, and complete, hereby accept the same.									
Name									
Designation									
					Place .				
Signature	Signature			Signature	Date	//			
www.sundarammutual.com		17			Sundara	m Asset Management			

#### 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 it's income attributale 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 instrumens; 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.

#### . Fls not required to apply for GIIN:

A. Reasons why FI not required to apply GIIN

Code	Sub-category 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)

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;

- O7 Any NFE that fulfills all of the following requirements:
  - 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;
  - It is exempt from income tax in India;
  - It has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
  - 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

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.

Explanation - For the purpose of this sub-clause, the following shall be treated as fulfilling the criteria provided in the said sub-clause, namely:-

- (I) an Investor Protection Fund referred to in clause (23EA);
- (II) a Credit Guarantee Fund Trust for Small Industries referred to in clause 23EB; and
- (III) an Investor Protection Fund referred to in clause (23EC), of section 10 of the Act;

#### 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) Co	ntrolling Person Type:
Code	Sub-category 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 arrangementtrust-trustee
C06	CP of legal arrangementtrust-protector
C07	CP of legal arrangementtrust-beneficiary
C08	CP of legal arrangementtrust-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

- (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;

A tax exempt trust under a section 403(b) plan or section 457(g) plan

- (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 An organization exempt from tax under section 501 (a) or any individual retirement plan as defined in section 7701(a)(37) В The United States or any of its agencies or instrumentalities С 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) Ε 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 Aregulated investment company a sdefined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940 ı A common trust fund as defined in section 584(a) J A bank as defined in section 581 Κ A broker L A trust exempt from tax under section 664 or described in section 4947(a)(1)

### **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:** Ist 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, Lakshimi 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: Shop No.2, 3rd Floor, Navaratna Jewel Square, Dwarakanagar, Beside Jyoth Book Depot, Visakhapatnam-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, Guwhati 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: 305 & 306, Ashiana Hari Niwas, 3rd Floor, New Dak Bunglow Road, Patna 800 001 • 104, C – Block, Laxmi Kant Parisar, Jamal Road, Near Ambition Business Centre, Patna 800001 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, 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: 2, Drashti Arcade, 2nd Floor, Opp. HDFC Bank, Lambhvel Road, Anand 388 001 Baroda: 518 & 519, Centre Point, R C Dutt Road Alkapuri, Vadodara 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 **Bhu**j: 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. Hdfc 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, Bhilwas Chowk, Rajkot 360001. • 201, Titan Complex, 2nd Floor, Kalawad Road, Near G 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: 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 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: Sa 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, Ponnurunni, Vytilla Po, Ernakulam 682019 Kannur: 1st Floor, Tpn A1, A2, Malabar Tower, Opp Indus Motors, Thalap, 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 Kto Petrol Pump, Indira Gandhi Road (Mavoor 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**: Il 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, Bansi Trade Centre, No.581/5, M G Road, Indore 452001 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 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, 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 Who 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 Sholahpur: 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 Énclave, First Lane, Gajapati Nagar, Ganjam Dist., Berhampur 760 010 Bhubaneshwar: Office No. 16, 2nd Floor, Deen Dayal Bawan, Ashok Nagar, Bhubaneswar 751009 • Il Floor, Plot No A/83, Sahid Nagar, Khurda District, Bhubaneswar 751007 Cuttack: Plot No. 3209, 2nd Floor, Urmila Plaza (Above Utkal 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 PONDICHERRY: Pondicherry: Ms Royal Enclave, Plot No 19, 100 Feet Road, Mudaliarpet, Pondicherry 605004 • No. 181, Thiruvalluvar Salai, Pillaithottam, 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 Bulding, 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. • Door no. 89-92, KRD Gee Gee Crystal, 7th Floor, Dr. Radhakrishnan Salai, Mylapore, Chennai 600 004 **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, Contonnent, 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 Člinic Road, Jayanagar, GHMC No-7-397/101,118, Opp. Dominos, S R Nagar, Hyderabad 500047 • Level-5, (5th Floor)6-3-1089/F, RVR Towers, Raj Bhavan Road, 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. 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: 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, Naiyapar Kothi, Esmailepur, Near Chaurahiya Gola Chowk, Gorakhpur 273 001 **Jhansi:** Shop No. 5, Narayan Plaza Jojo House, Infront of Employment Exchangé 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 Sigra 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, Parbirhata, 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 Kolkatta: "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, Kolkatta 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