



## TRANSACTION SLIP

Strike off sections that are not applicable

ACCOUNT NO.	DATE
	DD / MM / YYYY

NAME OF SOLE/FIRST HOLDER :

Investment Advisor's Name & Code	Sub-Broker's Name & Code

Refer Checklist I overleaf	<b>PURCHASE</b>				
	Scheme _____ Plan _____				
	Option (Please ✓)				
	<input type="checkbox"/> Dividend <input type="radio"/> Payout OR <input type="radio"/> Reinvestment				
	Dividend Frequency _____				
<input type="checkbox"/> Growth <input type="checkbox"/> Bonus					
Investment : Rs. _____					
Chq./DD No. _____ dated DD / MM / YYYY					
drawn on _____					
<div style="display: flex; justify-content: space-around;"> <span>Branch</span> <span>Name of Bank</span> <span>City</span> </div>					
<i>(Please mention your Account Number on the reverse of your investment cheque)</i>					
PAN No. (if amount invested is >= 50,000)					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Sole/First Holder</td> <td style="width: 33%;">Second Holder</td> <td style="width: 33%;">Third Holder</td> </tr> </table>			Sole/First Holder	Second Holder	Third Holder
Sole/First Holder	Second Holder	Third Holder			

Refer Checklist III overleaf	<b>SWITCH</b>						
	From : Scheme _____ Plan _____						
	Present Option (Please ✓)						
	<input type="checkbox"/> Dividend <input type="radio"/> Payout OR <input type="radio"/> Reinvestment						
	Dividend Frequency _____						
<input type="checkbox"/> Growth <input type="checkbox"/> Bonus							
To : Scheme _____ Plan _____							
Required Option (Please ✓)							
<input type="checkbox"/> Dividend <input type="radio"/> Payout OR <input type="radio"/> Reinvestment							
Dividend Frequency _____							
<input type="checkbox"/> Growth <input type="checkbox"/> Bonus							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Amount (Rs.)</td> <td style="width: 33%;">OR</td> <td style="width: 33%;">No. of Units</td> <td style="width: 33%;">OR</td> <td style="width: 33%;">All Units (✓)</td> </tr> </table>			Amount (Rs.)	OR	No. of Units	OR	All Units (✓)
Amount (Rs.)	OR	No. of Units	OR	All Units (✓)			

<b>REDEMPTION</b>				
Scheme _____ Plan _____				
Option (Please ✓)				
<input type="checkbox"/> Dividend <input type="radio"/> Payout OR <input type="radio"/> Reinvestment				
Dividend Frequency _____				
<input type="checkbox"/> Growth <input type="checkbox"/> Bonus				
Amount (Rs.)	OR	No. of Units	OR	All Units (✓)

<b>CHANGE IN BANK DETAILS</b>		
Name of Bank _____		
Branch _____		City _____ (Clearing Circle)
A/c. No. _____		A/c. Type _____
MICR Code _____ (This is the No. next to your Cheque No.)		
<input type="checkbox"/> Cheque Payout <input type="checkbox"/> Direct Credit (List overleaf at No. 4)		
<input type="radio"/> Only for this Transaction <input type="radio"/> For all Future Transactions		
<i>(if not indicated, assumed to be for all future transactions)</i>		

<b>CHANGE OF ADDRESS</b>		
City/Town _____ Dist. _____		
State _____		Pin Code _____
☎ (Off.) _____ (Res.) _____		☎ (Cell) _____
☎ (Fax) _____		✉ (E-mail)* _____

<b>SUBSCRIPTION TO KOTAK FACILITIES</b>		
I would like to subscribe to the following Kotak Facilities :		
<input type="checkbox"/> View my investments & transact over internet.		
<input type="checkbox"/> Register a Nominee for my investments.		
<input type="checkbox"/> Avail Systematic Investment / Systematic Withdrawal / Systematic Transfer Plan.		
<input type="checkbox"/> Receive following communication over E-mail. (Please furnish E-mail ID above)*		
<input type="radio"/> Account Statement <input type="radio"/> Monthly Update <input type="radio"/> Annual Report <input type="radio"/> All Communication		

Declaration : I/We have read and understood the contents of the Offer Document(s). I/We have neither received nor been induced by any rebate or gifts, directly or indirectly in making this investment.

SIGNATURE(S)	Sole/First Holder	Second Holder	Third Holder
	(To be signed by All Unitholders if mode of operation is 'Joint')		

Please submit this form to Kotak Mahindra Mutual Fund, Mumbai or to your nearest CAMS Investor Service Centre / Transaction Points. (Addresses overleaf)

**KOTAK MAHINDRA MUTUAL FUND**  
5A, 5th Floor Bakhtawar, 229, Nariman Point, Mumbai 400 021

 www.kotakmutual.com

 (022) 5638 4444

 mutual@kotak.com

Scheme	Plan	Options #	Dividend Frequency*	Initial Investment / Min. Balance (Rs.)	Min. Addl. Investment (Rs.)	Cheque(s) / DD(s) to be drawn in favour of	Min. Redemption
Kotak 30		DP, DR & G	Trustee's Discretion	5,000	1,000	Kotak 30	Rs. 1,000/- or 100 units for all schemes
Kotak Balance		DP & DR	Half Yearly	5,000	1,000	Kotak Balance	
Kotak Bond	Deposit	DP, DR & G	Quarterly	5,000	1,000	Kotak Bond	
Kotak Bond	Wholesale	DP, DR, G & B	Quarterly, Annual	1,00,000	1,000	Kotak Bond	
Kotak Bond	Institutional	DP, DR & G	Quarterly	1,00,00,000	1,000	Kotak Bond	
Kotak Bond	Short Term	DR & G	Monthly	5,000	1,000	Kotak Bond Short Term	
Kotak Dynamic Income		DP, DR & G	Quarterly	5,000	1,000	Kotak Dynamic Income	
Kotak Equity FOF		DP, DR & G	Trustee's Discretion	5,000	1,000	Kotak Equity FOF	
Kotak FMP	8	G	----	1,00,000	Not Applicable	Kotak FMP	
Kotak Floater Long Term		DR & G	Weekly/Monthly	5,000	1,000	Kotak Floater Long Term	
Kotak Floater Short Term		DR & G	Weekly/Monthly	5,000	1,000	Kotak Floater Short Term	
Kotak Gilt	Savings	DP, DR & G	Monthly, Annual	5,000	1,000	Kotak Gilt Savings	
Kotak Gilt	Investment Regular	DP, DR & G	Quarterly	5,000	1,000	Kotak Gilt Investment	
Kotak Gilt	Investment PF & Trust	DP, DR & G	Quarterly	5,000	1,000	Kotak Gilt Investment	
Kotak Gilt	Serial	DP, DR & G	Quarterly	10,00,000	1,000	Kotak Gilt Serial	
Kotak Global India		DP, DR & G	Trustee's Discretion	5,000	1,000	Kotak Global India	
Kotak Income Plus		DP, DR & G	Monthly/Quarterly	5,000	1,000	Kotak Income Plus	
Kotak Liquid	Regular	DR & G	Weekly	5,000	1,000	Kotak Liquid	
Kotak Liquid	Institutional	DR & G	Daily/Weekly	1,00,00,000	1,000	Kotak Liquid	
Kotak Liquid	Institutional Premium	DP, DR & G	Daily/Weekly	5,00,00,000	1,000	Kotak Liquid	
Kotak Liquid	Sweep	DR	Daily	5,000	Nil	Kotak Liquid	
Kotak MMC		DP & DR	Trustee's Discretion	5,000	1,000	Kotak MMC	
Kotak Opportunities		DP, DR & G	Trustee's Discretion	5,000	1,000	Kotak Opportunities	
Kotak Tech		DP & DR	Trustee's Discretion	5,000	1,000	Kotak Tech	

# DP = Div. Payout; DR = Div. Reinvestment; G = Growth; B = Bonus. \* Dividend distribution subject to availability & adequacy of distributable surplus.

**INSTRUCTIONS & INFORMATION :**

- Before investing, please refer the Offer Document(s) of the respective scheme(s).
- As per SEBI guidelines, if your investment amount is >= Rs. 50,000, it is mandatory to furnish the Permanent Account No. (PAN) allotted under the Income Tax Act, 1961 or where the same has not been allotted, GIR No. and Income-Tax Circle/Ward/District should be mentioned for all the unitholders.
- REDEMPTION / SWITCH OUT OF UNITS WHERE THERE IS A LIEN MARKED ON UNITS :** If a lien has been marked on your units, please furnish along with your redemption / switch out request, a 'Release of Lien' letter from the financier / other person in whose favour the lien has been marked.
- DIRECT CREDIT FACILITY :** We offer a Direct Credit facility with the following banks :
  - ABN AMRO Bank
  - Citibank
  - Deutsche Bank
  - HDFC Bank
  - HSBC
  - ICICI Bank
  - IDBI Bank
  - Kotak Mahindra Bank
  - Standard Chartered Bank
  - UTI Bank

5. **CHANGE IN AUTHORISED SIGNATORIES :** If there is a change in the List of Authorised Signatories since the date of your purchase / switch in and the same has not been intimated to us, please enclose a certified copy of your latest Board Resolution and Authorised Signatories List with your redemption / switch out request.

**CHECKLIST I [FOR PURCHASE]**

- Is the Purchase amount >= Minimum Investment / Minimum Additional Investment amount ?
- Have the following particulars been clearly filled in the Purchase / Additional Purchase request ?
  - ✓ Scheme, Plan & Option.
  - ✓ If Dividend Option is chosen, the choice between Payout or Re-investment of Dividend.
  - ✓ If Dividend Option is chosen, the Dividend Frequency sought.
  - ✓ Investment Amount. Does this match with the Cheque / DD Amount ?
  - ✓ Instrument Details (Cheque / DD No., Date of Instrument, Drawee Bank & Branch)
- Is the investment Cheque / Demand Draft drawn in favour of the Scheme / Plan and payable at the location where this request is being submitted?

**CHECKLIST II [FOR REDEMPTION]**

- Is the redemption for an amount >= minimum redemption size (100 units or Rs. 1000/-) ?
- Have the following been indicated clearly in the redemption request ?
  - ✓ Scheme, Plan & Option from which the redemption is required.
  - ✓ The amount or the number of units to be redeemed. (For entire unit balance redemption in a scheme, please tick the 'All Units' box in the redemption panel. Units or Amount need not be indicated in this case)
- If the redemption payout is required in a different bank account or in a different mode / mechanism, has the same been indicated. In the absence of any indication, redemption proceeds would be paid out into the Bank Account last furnished and taken on record.
- Have Instructions 3 & 5 been complied with, wherever applicable?

**CHECKLIST III [FOR SWITCH]**

- Is the present value of investment in the scheme from which the switch out is requested >= to the minimum investment / minimum additional investment requirement of the scheme to which the investment is proposed to be switched in ?
- Have the following been indicated clearly in the switch request ?
  - ✓ Scheme, Plan & Option from which the investment is to be switched out.
  - ✓ Scheme, Plan & Option to which the investment is to be switched in.
  - ✓ If Dividend Option is chosen for the scheme in which the investment is being switched in, the choice between Payout or Re-investment of Dividend and the Dividend frequency.
- Have Instructions 3 & 5 been complied with, wherever applicable?

Registrar

**COMPUTER AGE MANAGEMENT SERVICES PVT. LTD.**  
Rayala Towers, 158, 1<sup>st</sup> Floor, Anna Salai, Chennai 600 002

**CAMS INVESTOR SERVICE CENTRES**

- **Ahmedabad :** 402-406, 4th Floor, Devpath Building, Off C G Road, Behind Lal Bungalow, Ellis Bridge, Ahmedabad - 380 006 Tel.: 079 - 2646 4929, 2642 4940 • **Bangalore :** No. 8, 2<sup>nd</sup> Floor, Mahaveer Shopping Complex, Above Kids Kemp, Kempe Gowda Road, Bangalore - 560 009 Tel.: 080 - 2225 9491, 2220 3157 • **Bhubaneswar :** 101/7, Janpath, Unit III, Bhubaneswar - 751 001 Tel.: 0674 - 253 4909, 253 5395
- **Chandigarh :** SCO 154-155, 1st Floor, Sector 17-C, Chandigarh -160017 Tel.: 017 - 2271 1325 / 2270 6651 • **Chennai :** Ground Floor, A & B, Lakshmi Bhawan, 609, Anna Salai, Chennai - 600 006 Tel.: 044 - 2829 1549, 2829 5163 • **Coimbatore :** 462-A, Venkatasamy Road, New Sidhapudur, Coimbatore - 641 004 Tel.: 0422 - 252 5353, 252 0817 • **Indore :** Dalal Chambers, 101, Sagarmatha Apartments, 1st Floor, 18/7, M G Road, Indore - 452 003 Tel.: 0731 - 252 8609, 252 9261 • **Jaipur :** G-III, Park Saroj, Behind Ashok Nagar Police Station, C-Scheme, R-7, Yudhisthir Marg, Jaipur - 302 001 Tel.: 0141-222 0948, 222 0951 • **Kanpur :** G-27/28, Ground Floor, City Centre, 63/2, The Mall, Kanpur - 208 001 Tel.: 0512 - 230 6668, 230 6685 • **Kochi :** 41/1617, Rock Hill, First Floor, Banerji Road (North), Kochi - 682 018 Tel.: 0484 - 238 0443 • **Kolkata :** 53/A, Rafi Ahmed Kidwai Road, Kolkata - 700 016 Tel.: 033 - 2217 1474/5 • **Lucknow :** No. 3, 1<sup>st</sup> Floor, Saran Chambers 1, 5, Park Road, Lucknow - 226 001 Tel.: 0522 - 223 7309 • **Ludhiana :** 20-21, Ground Floor, Prince Market, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, P.O. Model Town, Ludhiana - 141 002 Tel.: 0161 - 241 0279, 501 7502 • **Mangalore :** 6, 1<sup>st</sup> Floor, West Gate Terminus, Falnir Road, Opp. Unity Health Complex, Highlands, Mangalore - 575 002 Tel.: 0824 - 243 6567, 525 2525 • **Mumbai :** Rajabhadur Compound, Opp. Allahabad Bank, 30, Mumbai Samachar Marg, Fort, Mumbai - 400 023. Tel.: 022 - 2270 2414/5
- **Nagpur :** 145, Lendra Park, Behind Shabari, Near Ramdaspath, Nagpur - 440 010 Tel.: 0712 - 253 7321, 253 2447 • **New Delhi :** 304-305, Third Floor, Kanchenjunga Bldg., 18, Barakhamba Road, New Delhi - 110 001 Tel.: 011 - 2335 3831/2/3 • **Panaji :** No. 15, Diamond Chambers, 1<sup>st</sup> Floor, 18th June Road, Panaji - 403 001 Tel.: 0832 - 242 4527, 564 1070 • **Patna :** Kamlalaye Shobna Plaza, 1<sup>st</sup> Floor, Behind RBI, Near Ashiana Tower, Exhibition Road, Patna - 800 001 Tel.: 0612 - 232 2206 • **Pune :** Nirmitti Eminence, Off No. 6, 1<sup>st</sup> Floor, Opp. Abhishek Hotel, Mehendale Garage Road, Erandawane, Pune - 411 004 Tel.: 020 - 2545 9439/40
- **Secunderabad :** 1-7-293/2/1-5A, Behind Bank of India Building, Paradise, M G Road, Secunderabad - 500 003 Tel.: 040 - 5532 1531/32 • **Surat :** Niva Apartments, Above Sagrampura-Rudarpura, Co-op Bank, Bhatia Street, Nanpura, Surat - 395 001 Tel.: 0261 - 246 4887, 246 4679, 246 2531 • **Vadodara :** 109-Silverline, Besides World Trade Centre, Sayajigunj, Vadodara - 390 005 Tel.: 0265 - 222 5146, 552 1105 • **Visakhapatnam :** 47/9/17, 1st Floor, 3rd Lane, Dwaraka Nagar, Visakhapatnam - 530 016 Tel.: 0891 - 254 0175, 259 8875

 Latest NAV & Dividend  
1-901-44-1234

 E-mail Enquiries  
enq\_k@camsonline.com

 Transaction & Account Information  
1-600-44-2267