

INSTRUCTIONS

1. Documents required to Update/ Change in Bank Details:

Unitholder(s) need to attach any one of the following mandatory documents in original, in respect of existing as well as new bank account for registering the bank accounts, failing which the particular bank account will not be registered.

- 1) NRO / SB A/c cancelled original cheque leaf / Bank passbook / Bank a/c statement wherein the bank account number and Diviniti SIF first holder name are printed.
- 2) Bank statement or Latest Passbook (Having entries not more than 3 months old).
- 3) A letter from the bank on its letter head certifying that the Unitholder maintains/maintained an account with the bank. (The bank account information like bank account number, bank branch, account type, the MICR code of the branch and IFSC Code (where available). The letter should be certified by the bank manager with his/her full signature, name, employee code, bank seal and contact number). A letter should not be older than 3 months.
- 4) FATCA declaration form
- 5) In case the old bank account is already closed, a duly signed and stamped original letter from the concerned bank on the official letter head, confirming the closure of the said account may be submitted in lieu of the cancelled cheque.

Note:

1. In the event of a request for change in bank account mandate being invalid / incomplete / not satisfaction in any respect /or not meeting any requirements to the satisfaction of the AMC/Diviniti SIF, the request for such change may not be processed. Redemptions / dividend payments, if any, will be processed and paid to the last registered bank account information.
2. AMC/ Diviniti SIF will not be liable in case the redemption / dividend proceeds are credited to existing bank mandate account upon rejection of change of bank mandate request.
3. In case of change in status from RI to NRI the payout proceeds shall be credited to NRO account.
4. For change of status from RI to NRI, change of bank account type from Savings to NRE will not be accepted.

2. General instructions:

1. The AMC reserves the right to accept the request, subject to additional verifications, production of additional documents or In Person Verification of unit holder.
2. The details provided in this form which are valid (as per verification carried out by us) will get updated/ override the previous detail(s) in the folio(s).
3. In case, if there is any change in KYC information, please update the same by using the prescribed 'CKYC Form' available on our website sif.itiamc.com under download section and submit to our nearest Investor Service Centre.
4. Copies of all documents submitted should be self-attested and accompanied by originals for verification or they should be attested by personnel / entity authorized for attesting as per KYC guidelines.
5. Alterations in the form, if any should be countersigned as per the mode of holding registered in the folio(s).