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KEY INFORMATION MEMORANDUM

TATA MONEY MARKET FUND

(An Open-ended Money Market Scheme
(Liquid Fund category))

Formerly known as Tata Floating Rate Fund - Short Term Plan

**Issue of Units of Tata Money Market Fund at
NAV based Resale price (Face Value ₹ 10/-).**

Scheme Opens On	: 12th December, 2003
Scheme Closes On	: 22nd December, 2003
Re-Opened On	: 29th December, 2003

This Key Information Memorandum (KIM) sets forth the information, which a prospective investor ought to know before investing. **For further details of the scheme/Mutual Fund, due diligence certificate by the AMC, Key Personnel, investors' rights & services, risk factors, penalties & pending litigations etc. investors should, before investment, refer to the Scheme Information Document and Additional Information available free of cost at any of the Investor Service Centres or distributors or from the website www.tatamutualfund.com.**

The Scheme particulars have been prepared in accordance with Securities and Exchange Board of India (Mutual Funds) Regulations 1996, as amended till date, and filed with Securities and Exchange Board of India (SEBI). The units being offered for public subscription have not been approved or disapproved by SEBI, nor has SEBI certified the accuracy or adequacy of this KIM.

Sr. No. :

I. DISTRIBUTOR INFORMATION (Only empanelled Distributors / Brokers will be permitted to distribute Units of Tata Mutual Fund)

BROKER / AGENT CODE	SUB-BROKER / BANK BRANCH CODE	M. O. CODE
ARN-0032		

Upfront commission shall be paid directly by the investor to the AMFI registered Distributors based on the investors' assessment of various factors including the service rendered by the distributor.

Existing Folio Number: ☐ **SIP Form Attached**

MANDATORY [Please tick (✓)] (Refer Instruction - F)

APPLICANT DETAILS	PAN * please attach proof	Know Your Client (KYC)	STATUS
FIRST APPLICANT	☐ Proof ☐ KYC Complied	☐ Resident Individual	☐ Partnership
SECOND APPLICANT	☐ Proof ☐ KYC Complied	☐ NRI/NRO	☐ Public Ltd. Co.
THIRD APPLICANT	☐ Proof ☐ KYC Complied	☐ NRI/NRE	☐ Pvt. Ltd. Co.
GUARDIAN/POA HOLDER	☐ Proof ☐ KYC Complied	☐ Trust	☐ FII
		☐ Proprietorship	☐ On behalf of Minor
		☐ LLP	☐ Others Please specify
			☐ Societies
			☐ HUF
			☐ PIO
			☐ Body Corporate
			☐ FOF

2. SOLE / FIRST APPLICANT'S PERSONAL DETAILS (Please fill in Block Letters use one box for one alphabet leaving one box blank between two words, as it appears in your Bank Account)

Name Mr ☐ Ms ☐ M/s ☐

Date of Birth Status: (✓) ☐ RI ☐ NRI

Proof of DOB (Mandatory in case of minor) ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Other

Guardian Name (in case of Minor) **Contact Person** - Designation (non individual) / **PoA Holder** (investments made of constitutional attorney).

Name Mr ☐ Ms ☐ M/s ☐

Date of Birth Status: (✓) ☐ RI ☐ NRI

Relationship with minor (Mandatory in case of minor) ☐ Mother ☐ Father ☐ Legal Guardian **Proof of relationship:** ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Others

Address [P. O. Box Address is not sufficient] (Indian address in case of NRI's / FII's)

City Pin code Mandatory

State Country

Contact Details

Phone O ☐ R ☐ Extn. Fax Mobile

e-mail

I/We wish to receive the following via e-mail in lieu of physical document(s) (Please ✓) ☐ **Account Statement** ☐ **Annual Report** ☐ **Other Communication**

Overseas Address (Mandatory in case of NRI / FII applicant in addition to mailing address)

City

State Country Zip code

I/We confirm that I am/we are non-residents of Indian nationality/origin & that I/We have remitted funds from abroad through approved banking channels or from funds in my/our NRE/FCNR Account.

Occupation (please ✓) ☐ Agriculture ☐ Business ☐ Service ☐ Professional ☐ Housewife ☐ Retired ☐ Student ☐ Other

3. JOINT APPLICANT'S DETAILS (Not Applicable where First Holder is a Minor)

Second Applicant

Name Mr ☐ Ms ☐ M/s ☐

Date of Birth Status: (✓) ☐ RI ☐ NRI

Third Applicant

Name Mr ☐ Ms ☐ M/s ☐

Date of Birth Status: (✓) ☐ RI ☐ NRI

Name of Power of Attorney holder for investment on behalf of Applicant / contact person - designated (Non Individuals)

Name Mr ☐ Ms ☐ M/s ☐

Mode of Holding (please ✓) ☐ Single OR ☐ Joint OR ☐ Anyone or Survivor **Default Option: Joint**

ACKNOWLEDGEMENT SLIP (TO BE FILLED BY THE INVESTOR)

Sr. No.:

Received from Mr. / Ms. / M/s.

an application for Units of

Plan Option Sub-option

alongwith Cheque / DD No. Dated Drawn on (Bank)

Amount (₹)

Signature, Stamp & Date

Subject to realisation of cheque / Demand Draft and verification of mandatory information / document.

4. FIRST HOLDERS BANK ACCOUNT DETAILS (Mandatory) Refer Instruction H														
All communication/payments will be made to first applicant or to Karta in case of HUF. Bank account details of First Unitholder required without which the application would be rejected														
Name of the Bank														
Branch										Account Type ☐ Savings ☐ Current ☐ NRO ☐ NRNR ☐ NRE				
Account No. (in Fig.)														
Bank Address														
City										State				
PIN					^ MICR Code					^ (To be filled in only if dividend is to be paid through ECS).				
*IFSC Code for RTGS										*IFSC Code for NEFT				
* This is a 11 Digit Number, kindly obtain it from your Bank Branch. (Cancelled cheque is Mandatory)														

5. DIRECT CREDIT FACILITY FOR REDEMPTION / DIVIDEND / REFUND PAYOUTS - Refer Instruction H														
Unitholders having bank account with ICICI Bank Ltd/HDFC Bank Ltd/Axis Bank/IDBI Bank/Standard Chartered Bank/Kotak Mahindra Bank/HSBC Bank/Deutsche Bank/Royal Bank of Scotland/Oriental Bank of Commerce/State Bank of India (Core banking centers only - subject to validation) & who have provided the NEFT/RTGS/ ECS code may receive their redemption/dividend proceeds (if any) directly into their bank accounts. In case you wish to receive a cheque/demand draft, please tick here ☐														

6. SCHEME DETAILS Refer Page 6 & 7 for correct scheme name														
☐ Regular Plan ☐ Growth ☐ Income / Bonus Payout ☐ Income / Bonus Reinvestment ☐ Institutional Plan ☐ Growth ☐ Daily Dividend (compulsory reinvestment)										Default Option: Regular / Growth				

INVESTMENT DETAILS (Strike off whichever is not applicable)														
Gross Amount (A)					DD Charges (if any) (B)					Net Amount (Cheque / DD Amount)				
₹										₹				
Mode of Payment					Dated									
A/c No.					A/c Type					Cheque / DD No.				
Drawn on Bank														
Branch										Branch City				
☐ SIP THROUGH AUTO-DEBIT (ECS) Please fill up enclosed SIP Auto Debit (ECS) Facility Form and submit it together with this Application Form.										☐ SIP THROUGH POST-DATED CHEQUES Please fill attached SIP form for Post Dated Cheques (PDCs)				

7. NOMINATION DETAILS (To be filled in by Individual(s) applying singly or jointly) Refer Instruction K (MANDATORY)														
Please select any one of the follows:														
☐ Please register nomination as requested below (please fill the nomination form below) ☐ I wish to nominate multiple nominees (please strike out the form below & fill separate form attached herewith) ☐ I do not wish to nominate.														
I/We hereby nominate the person more particularly described hereunder to receive the Units allotted to me/us/credit in my/our folio in the event of my/our death. I/We understand that all payments and settlements made to such Nominee and Signature of the Nominee acknowledging receipt thereof, shall be a valid discharge of the AMC / Mutual Fund / Trustees.														
1) Name and Address of Nominee														
Name														
Address														
Nominee's relationship with the 1st unitholder Date of Birth:														
Proof of DOB: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Others														
The Nominee is a minor whose guardian is:														
Name & Address of Guardian:														
Relationship of the Nominee with the Guardian ☐ Mother ☐ Father ☐ Legal Guardian														
Proof of relationship: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport														
☐ Others														
Sign of Nominee/ Guardian (in case of minor nominee)														

8. DOCUMENTS TO BE SUBMITTED (Please tick (✓) whichever is applicable)														
1) ☐ Memorandum & Articles of Association (Corporate) 2) ☐ Board Resolution (Corporate) 3) ☐ Authorised signatories list. 4) ☐ Trust Deed (in case of a trust)														
5) ☐ Partnership Deed (for partnership firm) 6) ☐ Copy of PAN card of all unitholders. 7) ☐ KYC Confirmation. 8) ☐ Power of Attorney.														

9. DECLARATION AND SIGNATURES. Refer Instruction - C														
The Trustee, Tata Mutual Fund a) Having read & understood the contents of the Scheme Information Document of the Scheme, I/ We hereby apply for units of the scheme & agree to abide by the terms, conditions, rules & regulations governing the scheme. I/ We hereby declare that the amount invested in the scheme is through legitimate sources only & does not involve & is not designed for the purpose of the contravention of any Act, Rules, Regulations, Notifications or Directions of the provisions of the Income Tax Act, Anti Money Laundering Laws, Anti Corruption Laws or any other applicable laws enacted by the Govt of India from time to time. I/ We have understood the details of the scheme & I/ We have not received nor have been induced by any rebate or gifts, directly or indirectly in making this investment. I/ We confirm that the funds invested in the Scheme, legally belong to me / us. In the event "Know Your Customer" process is not completed by me/us to the satisfaction of the AMC, I/ We hereby authorise the AMC, to redeem the funds invested in the Scheme, in favour of the applicant at the applicable NAV prevailing on the date of such redemption & undertaking such other action with such funds that may be required by the Law. b) For NRIs: I/ We confirm that I am / we are Non Residents of Indian Nationality / Origin & that I / we have remitted funds from abroad through approved banking channels or from funds in my / our Non-Resident External / Non-Resident Ordinary. c) 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. d) I/ We confirm that details provided by me / us are true and correct. e) I/We have read & understood the SEBI Circular No. MRD/DoP/Cir-05/2007 dt. April 27, 2007 & SEBI Circular No. 35/MEM-COR/18/07-08 dt. June 26, 2007 regarding mandatory requirement of PAN. I/We confirm that I/we are holding valid PAN card. f) For Micro SIP: I/We hereby declare that I/We do not have any existing Micro SIP's which together with the current application will result in aggregate investments exceeding ₹ 50,000/- in a year. Date: _____														
1st Unitholder Signature / Thumb Impression														
2nd Unitholder Signature / Thumb Impression														
3rd Unitholder Signature / Thumb Impression														

CHECKLIST														
Tata Mutual Fund: Toll Free No. 1800-209-0101 (Open on all days). Email: kiran@tataamc.com, Website: www.tatamutualfund.com. Checklist: Documents as listed below are submitted along with this application .														
Document List					Document List					Document List				
1. PAN ☐					5. Memorandum & Articles of Association ☐					9. Overseas Auditor's Certificate ☐				
2. KYC ☐					6. Trust Deed ☐					10. Notarised Power of Attorney ☐				
3. Resolution / Authorisation to invest ☐					7. Bye-Laws ☐					11. Foreign Invest Remittance Certificate (FIRC) ☐				
4. Authorised Signatories List with Specimen Signature ☐					8. Partnership Deed ☐					12. MICROSIP document ☐				
										13. Others ☐				
All documents in 3 to 8 above should be originals / true copies certified by the Director's / Trustee / Company Secretary / Authorised Signatory / Notary Public.														



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TO BE USED FOR ALL SCHEMES OTHER THAN TATA SERVICE INDUSTRIES FUND AND TATA CONTRA FUND

SIP AUTO DEBIT FACILITY

Sr. No.:

New Investors are also requested to fill-in the scheme application form

REGISTRATION CUM MANDATE FORM FOR ECS (Debit Clearing / Standing Instruction / Direct Debit Facility in select banks only)

First SIP cheque and subsequent via Auto Debit in select cities only. (Please attach copy of cheque / cancelled cheque)

☐ New Registration with TMF ☐ Change in Bank Account for existing Registration with TMF ☐ MICRO SIP

Broker / Agent Code **ARN - 0032** Sub-Broker / Bank Branch Code M.O. Code

Upfront commission shall be paid directly by the investor to the AMFI registered Distributors based on the investors' assessment of various factors including the service rendered by the distributor.

INVESTOR AND INVESTMENT DETAILS

Sole / First Investor Name
Folio/Application No. Existing Investors please mention Folio Number. New applicants please mention the application form number.
Scheme
Plan
Option and Sub Option

SIP AND BANK DETAILS

Each SIP Amount (₹) Frequency Monthly (Default) ☐ Quarterly ☐ Status: ☐ RI ☐ NRI

Amount in words

First SIP Cheque Details: Cheque No.: Cheque Amount in ₹

Cheque Date : / / SIP Dates: Please mention the date in words day of the month. e.g. for SIP on 10th please mention 10 Tenth day of the month [please refer instruction 12 for any day SIP]

SIP Period: Start From M M Y Y Y Y End Date (please tick ✓) ☐ Default End Date 1 2 2 0 9 9 ☐ SIP End Date M M Y Y Y Y

(please refer instruction 10 on reverse)

(Note: Cheque should be drawn on bank details provided below. Please allow minimum one month for auto debit to register & start). I hereby, authorise Tata Mutual Fund (TMF) and their authorised service providers, to debit my/our following bank account by ECS (Debit Clearing) / direct debit / standing instruction to account for collection of SIP payments.

PARTICULARS OF BANK ACCOUNT

Account holder Name as in Bank Account
Bank Name
Branch Name City

Account Type ☐ Savings ☐ Current ☐ Cash ☐ Credit ☐ NRO ☐ NRNR ☐ NRE 9 Digit MICR Code (Mandatory for ECS)

Core banking A/c no. (in figures)

I/We hereby declare that the particulars given above are correct & complete & express my willingness to make payments referred above through participation in ECS/Direct Debit/ Standing Instruction. I/We will also inform TAML, about any changes in my bank account. I/We have read & agreed to the terms & conditions mentioned overleaf.

This is to inform I/We have registered for RBI's Electronic Clearing Service (Debit Clearing)/ Direct Debit/Standing Instruction Facility & that my payment towards my investment in Tata Mutual Fund shall be made from my/our below mentioned bank account with your bank. I/We authorize the representative carrying this ECS/Direct Debit/Standing Instruction mandate Form to get it verified & executed.

I/We acknowledge that no separate intimation will be received from the Bank in case of non-execution of the instructions for any reasons whatsoever.

To - The Trustee, Tata Mutual Fund, Mumbai. Having read & understood the contents of SAI/SID/KIM of Tata Mutual Fund Scheme/s, I/We hereby apply for the respective Units of Tata Mutual Fund Scheme/s at NAV based resale price & agree to abide by terms, conditions, rules & regulations of scheme/s. For Micro SIP: I/We hereby declare that I/We do not have any existing Micro SIP's which together with the current application will result in aggregate investments exceeding ₹ 50,000/- in a year.

SIGNATURE/S AS PER TATA MUTUAL FUND RECORDS (MANDATORY)			
	Sole / 1st Account Holder's Signature	2nd Account Holder's Signature	3rd Account Holder's Signature

DECLARATION TO THE BANKER

To - Branch Manager, Bank, I/We undertake to keep sufficient funds in the funding account on the date of execution of standing instruction. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/We would not hold Tata Mutual Fund or the above mentioned Bank responsible. If the date of debit to my/ our account happens to be a non business day as per the Mutual Fund, execution of the SIP will happen on the day of holiday & allotment of units will happen as per the Terms & Conditions listed in the KIM/SID/SAI of the Mutual Fund. The above mentioned Bank shall not be liable for, nor be in default by reason of, any failure or delay in completion of its obligations under this Agreement, where such failure or delay is caused, in whole or in part, by any acts of God, civil war, civil commotion, riot, strike, mutiny, revolution, fire, flood, fog, war, lightning, earthquake, change of Government policies. Unavailability of above mentioned Bank's computer system, force majeure events, or any other cause of peril which is beyond Bank's reasonable control & which has the effect of preventing the performance of the contract by Bank. I/We have noted the contents of the Direct Debit Facility Agreement/ Standing Instruction entered by Tata Mutual Fund with the Bank & I/we are also bound by the terms thereof.

SIGNATURE/S AS PER BANK ACCOUNT (MANDATORY)			
	Sole / 1st Account Holder's Signature (as in bank records)	2nd Account Holder's Signature (as in bank records)	3rd Account Holder's Signature (as in bank records)

(To be signed as per the mode of operations, i.e. all holders to sign if the mode of operations is Joint)

BANKER'S ATTESTATION (FOR BANK USE ONLY)

Certified that the signature of A/c holder and the details mentioned in 'Particulars of Bank A/c' above and its MICR code are correct as per our records

Signature of Bank Manager with name, Employee code, Bank Seal and Contact Number	Bank Account Number
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FOR OFFICE USE ONLY (NOT TO BE FILLED IN BY INVESTOR)

Recorded on Scheme Code
Recorded by Credit A/c Number
Bank use Mandate Ref. No. Customer Ref. No.

SYSTEMATIC INVESTMENT PLAN (SIP)

To
The Trustee,
TATA MUTUAL FUND
Mumbai

Date : _____

Having read and understood the contents of the Scheme Information Document and the instructions and information contained therein, I/We hereby apply for the Systematic Investment Plan (SIP) and agree to abide by the terms and conditions mentioned in the plan.

Folio No.		Application No.: (for new investors)	
Broker / Agent Code	ARN-0032	Sub-Broker / Bank Branch Code	M.O Code :
Name of First / Sole Applicant : _____			
Name of Second Applicant : _____			
Name of Third Applicant : _____			
Email : _____			
Scheme			
Option			
₹ _____ (in words _____)			
Frequency ☐ Monthly ☐ Quarterly SIP Dates: Please mention the date in words _____ day of the month. e.g. for SIP on 10th please mention Tenth day of the month			
Cheque No(s).Dated	Amount (₹.)	in figures	in words
1.	/ /		
2.	/ /		
3.	/ /		
4.	/ /		
5.	/ /		
6.	/ /		
7.	/ /		
8.	/ /		
9.	/ /		
10.	/ /		
11.	/ /		
12.	/ /		
Drawn on Bank :			
Branch :			

SIGNATURES			
Sole/First Applicant		Second Applicant	
Third Applicant			
*In case of new application/s, kindly attach duly filled in application form.			

SIP Load Structure as on date of 1st SIP Instalment date (In case of Direct Debit) / Cheque would be applicable.

N.B. Investment under Systematic Investment Plan can be made at Authorised Investor Service Centres only.

PAN AND KYC COMPLIANT STATUS DETAILS (MANDATORY)			
APPLICANT DETAILS	PAN * please attach proof		Know Your Client (KYC)
FIRST APPLICANT		☐ Proof	☐ KYC Complied
SECOND APPLICANT		☐ Proof	☐ KYC Complied
THIRD APPLICANT		☐ Proof	☐ KYC Complied
GUARDIAN/POA HOLDER		☐ Proof	☐ KYC Complied

SYSTEMATIC WITHDRAWAL PLAN (SWP)

To,
The Trustee, Tata Mutual Fund, Mumbai

Having read & understood the contents of the SAI / SID / KIM & the Instructions, I/we here by apply to the Trustee of Tata Mutual Fund for the SWP Enrolment for the following Schemes & agree to abide by the terms & conditions of the Plan.

Folio No.:

Broker / Agent Code	ARN - 0032	Sub-Broker / Bank Branch Code	M.O Code :
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Name : _____

Email : _____

Scheme	Option
☐ Fixed Amount Rs _____ (in words _____)	☐ Capital Appreciation

Period of Enrolment (MM/YY)
 From : ____ / ____ / ____ To : ____ / ____ / ____ **Frequency** ☐ Monthly ☐ Quarterly

Date: ____ **1st / 7th / 10th / 20th / 28th of the month** (in case of holiday, next business day)
 (in case the date is not mentioned, the 1st day of the month will be taken as the default date)

First payout Date: ____ (that is the first payment date)
 (in case the first payout date is not mentioned, the 1st day of the following month will be taken as the default date)

Last Payout Date: ____ (that is the last payment date)
 (in case the last payout date is not mentioned, the payout will continue until the balance units are reduced to zero.)

SIGNATURES _____

Sole/First Applicant **Second Applicant** **Third Applicant**

Loads as applicable from time to time.
INCORRECTLY / INCOMPLETELY FILLED APPLICATIONS ARE LIABLE FOR REJECTION.
 N.B SWP should reach ISCs before 7 working days from the start of first SWP date.

SYSTEMATIC TRANSFER PLAN (STP)

To,
The Trustee, Tata Mutual Fund, Mumbai

Having read & understood the contents of the SAI / SID / KIM of the relevant schemes & the Instructions, I/we here by apply to the Trustee of Tata Mutual Fund for the STP Enrolment under the following Schemes & agree to abide by the terms & conditions of the Plan. 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.

Broker Code :	Sub Broker Code :	M.O Code :
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Folio No. _____ Name: _____

Transfer from (Scheme): _____ Option: _____

Transfer to (Scheme): _____ Option: _____

No of Units: _____ or Amount (₹.): _____ Amount (in words): _____

or Dividend ☐ or Capital Appreciation ☐

STP period from: ____ / ____ / ____ To : ____ / ____ / ____
 (dd) (mm) (yy) (dd) (mm) (yy)

Transfer Frequency:

☐ Daily	☐ Weekly	☐ Monthly	☐ Quarterly
Only from Monday to Friday*	(Only on Fridays)	☐ 1st ☐ 7th ☐ 10th ☐ 20th ☐ 28th	Days of the month
Select any one			

In case the day of STP is a non business day the request will be considered for the next business day.

Email (mandatory for Daily STP): _____

I/We wish to receive A/c Statement / Annual Report / Quarterly Statement via Email instead of the physical copy ☐ Yes ☐ No (please refer notes overleaf)

SIGNATURES _____ **Sole/First Applicant** **Second Applicant** **Third Applicant**

Loads as applicable from time to time.

INCORRECTLY / INCOMPLETELY FILLED APPLICATIONS ARE LIABLE FOR REJECTION.

Note: STP should reach AMC offices / Registrar offices before 15 working days from the start of first STP date.

* In case any day is a non business day for any one of the schemes (either STP from or STP to scheme) the STP will be processed as per the matrix provided in the instructions no. '9'.

THIRD PARTY PAYMENT DECLARATION FORM

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Third Party Payment Declaration Form should be completed in English and in **BLOCK LETTERS** only.
(Please read the Third Party Payment Rules and Instructions carefully before completing this Form)

Declaration Form No.

FOR OFFICE USE ONLY

Date of Receipt	Folio No.	Branch Trans. No.

1. BENEFICIAL INVESTOR INFORMATION (Refer Instruction No. 2)

Folio No. (For existing investor) Application No.

NAME OF FIRST/SOLE APPLICANT (BENEFICIAL INVESTOR)

Mr./Ms./M/s.

2. THIRD PARTY INFORMATION (Refer Instruction No. 3)

NAME OF THIRD PARTY (PERSON MAKING THE PAYMENT)

Mr./Ms./M/s.

Nationality PAN# KYC** [Please tick(✓)] Attached (Mandatory for any amount)

#Mandatory for any amount. Please attach PAN Proof. Refer instruction No. 6. ** Refer instruction No. 8.

NAME OF CONTACT PERSON & DESIGNATION (in case of non-Individual Third Party)

Mr./Ms./M/s.

Designation

MAILING ADDRESS (P.O. Box Address may not be sufficient)

CITY STATE PIN CODE

CONTACT DETAILS

Tel. : Off. Tel. : Res. Mobile.

Fax Email

RELATIONSHIP OF THIRD PARTY WITH THE BENEFICIAL INVESTOR (Refer Instruction No. 3) [Please tick (✓) as applicable]

Status of the Beneficial Investor	☐ Minor	☐ FII ☐ Client	☐ Employee (s)
Relationship of Third Party with the Beneficial Investor	☐ Parent ☐ Grand Parent ☐ Related Person	Custodian SEBI Registration No. of Custodian Registration Valid Till D D M M Y Y Y Y	Employer
Declaration by Third Party	I/We declare that the payment made on behalf of minor is in consideration of natural love and affection or as a gift.	I/We declare that the payment is made on behalf of FII/ Client and the source of this payment is from funds provided to us by FII/Client.	I/We declare that the payment is made on behalf of employee(s) under Systematic Investment Plans through Payroll Deductions.

3. Third Party payment details (Refer instruction No. 4)

Mode of Payment [Please tick (✓)]	Mandatory Enclosure(s)*
Cheque ☐	In case the account number and account holder name of the third party is not pre-printed on the cheque then a copy of the bank passbook / statement of bank account or letter from the bank certifying that the third party maintains a bank account.
Pay Order ☐ Demand Draft ☐ Banker's Cheque ☐	Certificate from the Issuing Banker stating the Bank Account Holder's Name and Bank Account Number debited for issue of the instrument.
RTGS ☐ NEFT ☐ Fund Transfer ☐	Copy of the Instruction to the Bank stating the Bank Account Number which has been debited.

* Tata Mutual Fund (Tata Mutual Fund/Tata Asset Management Limited ("Tata AMC")) reserves the right to seek information and /or obtain such other additional documents/information from the Third Party for establishing the identity of the Third Party.

Amount#	in figures (₹)	
	in words	
Cheque/DD/PO/UTR No.		Cheque/DD/PO/RTGS Date
Pay- in Bank A/c No.		
Name of the Bank		
Branch	Bank City	
Account Type [Please tick (✓)]	☐ SAVINGS ☐ CURRENT ☐ NRE ☐ NRO ☐ FCNR ☐ OTHERS	(please specify)

including Demand Draft charges, if any.

4. DECLARATIONS & SIGNATURE/S (Refer Instruction 5)

THIRD PARTY DECLARATION

I/We confirm having read and understood the Third Party Payment rules, as given below and hereby agree to be bound by the same.

I/We declare that the information declared herein is true and correct, which Tata Mutual Fund is entitled to verify directly or indirectly. I agree to furnish such further information as Tata Mutual Fund may require from me/us. I/We agree that, if any such declarations made by me/us are found to be incorrect or incomplete, Tata Mutual Fund / Tata AMC is not bound to pay any interest or compensation of whatsoever nature on the said payment received from me/us and shall have absolute discretion to reject / not process the Application Form received from the Beneficial Investor(s) and refund the subscription monies.

I/We hereby declare that the amount invested in the Scheme is through legitimate sources only and does not involve and is not designed for the purpose of any contravention or evasion of any Act, Rules, Regulations, Notifications or Directions issued by any regulatory authority in India. I/We will assume personal liability for any claim, loss and/or damage of whatsoever nature that Tata Mutual Fund / Tata AMC may suffer as a result of accepting the aforesaid payment from me/us towards processing of the transaction in favour of the beneficial investor(s) as detailed in the Application Form.

Applicable to NRIs only :

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.

Please () ☐ Yes ☐ No

If yes, () ☐ Repatriation basis

☐ Non-repatriation basis

DD	MM	YYYY

Signature of the Third Party

BENEFICIAL INVESTOR(S) DECLARATION

I/We certify that the information declared herein by the Third Party is true and correct.

I/We acknowledge that Tata Mutual Fund reserves the right in its sole discretion to reject/not process the Application Form and refund the payment received from the aforesaid Third Party and the declaration made by the Third Party will apply solely to my/our transaction as the beneficial investor(s) detailed in the Application Form. TATA Mutual Fund/ Tata AMC will not be liable for any damages or losses or any claims of whatsoever nature arising out of any delay or failure to process this transaction due to occurrences beyond the control of Tata Mutual Fund/Tata AMC.

Applicable to Guardian receiving funds on behalf of Minor only:

I/We confirm that I/We are the legal guardian of the Minor, registered in folio and have no objection to the funds received towards Subscription of Units in this Scheme on behalf of the minor.

DD	MM	YYYY

SIGNATURE/S

First / Sole
Applicant /
Guardian

Second
Applicant

Third
Applicant

THIRD PARTY PAYMENT RULES

1. In order to enhance compliance with Know your Customer (KYC) norms under the Prevention of Money Laundering Act, 2002 (PMLA) and to mitigate the risks associated with acceptance of third party payments, Association of Mutual Funds of India (AMFI) issued best practice guidelines on "risk mitigation process against third party instruments and other payment modes for mutual fund subscriptions". AMFI has issued the said best practice guidelines requiring mutual funds/asset management companies to ensure that Third-Party payments are not used for mutual fund subscriptions.
- 2a. The following words and expressions shall have the meaning specified herein:
 - (a) **"Beneficial Investor"** is the first named applicant/ investor in whose name the application for subscription of Units is applied for with the Mutual Fund.
 - (b) **"Third Party"** means any person making payment towards subscription of Units in the name of the Beneficial Investor.
 - (c) **"Third Party payment"** is referred to as a payment made through instruments issued from a bank account other than that of the first named applicant/ investor mentioned in the application form.

Illustrations

Illustration 1: An Application submitted in joint names of A, B & C along with cheque issued from a bank account in names of B, C & Y. This will be considered as Third Party payment.

Illustration 2: An Application submitted in joint names of A, B & C along with cheque issued from a bank account in names of C, A & B. This will not be considered as Third Party payment.

Illustration 3: An Application submitted in joint names of A, B & C along with cheque issued from a bank account in name of A. This will not be considered as Third Party payment.
- 2b. Tata Mutual Fund / Tata Asset Management Limited ("Tata AMC") will not accept subscriptions with Third Party payments except in the following exceptional cases, which is subject to submission of requisite documentation/ declarations:
 - (i) Payment by Parents/Grand-Parents/Related Persons* on behalf of a minor in consideration of natural love and affection or as gift for a value not exceeding ₹ 50,000/- each regular Purchase or per SIP installment. (This limit of ₹ 50,000 shall not be applicable for investments in Tata Young Citizen Fund. However, the Donors will have to comply with all the requirements specified in 2c below)
 - (ii) Payment by Employer on behalf of employee(s) under Systematic Investment Plan (SIP) Payroll deductions.
 - (iii) Custodian on behalf of an FII or a Client.

* 'Related Person' means any person investing on behalf of a minor in consideration of natural love and affection or as a gift.
- 2c. Applications submitted through the above mentioned 'exceptional cases' are required to comply with the following, without which applications for subscriptions for units will be rejected / not processed / refunded.
 - (i) Mandatory KYC for all investors (guardian in case of minor) and the person making the payment i.e. third party.
 - (ii) Submission of a complete and valid 'Third Party Payment Declaration Form' from the investors (guardian in case of minor) and the person making the payment i.e. third party.
- 2d. Investor(s) are requested to note that any application for subscription of Units of the Scheme(s) of Tata Mutual Fund accompanied with Third Party payment other than the above mentioned exceptional cases as described in Rule (2b) above is liable for rejection without any recourse to Third Party or the applicant investor(s).

The above mentioned Third Party Payment Rules are subject to change from time to time. Please contact any of the Investor Service Centres of TATA AMC or visit our website www.tatamutualfund.com for any further information or updates on the same.

PREFERRED MODE FOR RECEIVING REDEMPTION / DIVIDEND, IF ANY

Unitholders having bank account with **ICICI Bank Ltd / HDFC Bank Ltd / Axis Bank / IDBI Bank / Standard Chartered Bank / Kotak Mahindra Bank / HSBC Bank / Deutsche Bank / Royal Bank of Scotland / Oriental Bank of Commerce / State Bank of India (Core banking centers only - subject to validation) & who have provided the NEFT/RTGS/ECS code may receive their redemption/dividend proceeds (if any) directly into their bank accounts.**

C. UNITHOLDER(S) DECLARATION

I/We have read and understood the terms and conditions given below for registration of /changes to multiple bank accounts. I/We request you to register / add the information to the existing details in your records with the information provided above. I/We understand that my /our application form is liable to be rejected if it is not filled as per the directions provided herein and the correct complete supporting documents are not provided by me/us.

I/We hereby declare that the particulars given above are correct and express my/our willingness to receive credit of dividend/redemption proceeds through the mode indicated above. Notwithstanding my/our choice of mode Tata Mutual Fund reserves the right to issue a cheque / credit the account in the mode that they may deem fit. I/We would not hold Tata Mutual Fund responsible, if the transaction is delayed or not effected at all or credited to an incorrect account for reasons of incomplete /incorrect information.

Signature of First / Sole Unitholder / Guardian

Signature of IInd Unitholder

Signature of IIIrd Unitholder

Signature to be as it appears on the Scheme Investment Application Form recorded with us. Signature to be as per the mode of holding.

SUPPORTING DOCUMENTS REQUIRED

Any of the following documents are valid supporting documents for registration of a bank document:

- (1) A **cancelled original** cheque leaf (where the account number and first unitholder name is printed on the face of cheque).
- (2) A letter from the bank on its letterhead certifying that the unitholder maintains/maintained an account with the bank, the bank account numbers, bank branch, account type, MICR of the branch & IFSC Code for NEFT & IFSC code for RTGS (where available). The letter should be certified by the bank manager with his/her full signature, name employee code, bank seal and contact number.
- (3) A copy of the bank pass book or statement of bank account having the name and address of the account holder and account number. The copy should be certified by the bank manager with his/her full signature, name, employee code, bank seal and contact number.
- (4) Please note: Only those bank accounts will be registered/added where the valid supporting documents as mentioned above are provided.

TERMS AND CONDITIONS

1. Tata Mutual Fund offers a facility to the investors for registration of multiple bank accounts in a folio for receiving redemption proceeds (herein referred to as "the facility"). Individuals/HUF can register upto 5 different bank accounts for a folio by using this form. Non Individuals can register upto 10 different bank accounts for a folio. For registering more than 5 accounts (only for Non Individual Investors), please use extra copies of this form. Investors have to specify any one bank as "Default". The bank account details mentioned in 'DEFAULT BANK ACCOUNT' section in this form will be considered as "Default".
2. Proceeds of dividends, if any, will be processed into the "Default" bank account only.
3. Proceeds of redemption, if any, will be processed into the "Default" bank account in any of the following scenarios:
 - a. The unitholder(s) does not specify details of any bank account in the redemption request for receiving redemption proceeds
 - b. The unitholder(s) specifies the bank account details of the "Default" bank in the redemption request.
 - c. Maturity of investments in Fixed Maturity Plans (i.e. FMPs) and/or any maturity payout.
 - d. The Unitholder(s) specifies the details of a bank account in the redemption request which is not registered in the folio.
4. Unitholder(s) cannot provide the bank account(s) of any other person to receive the redemption / dividend proceeds. The Unitholder(s) have to submit valid supporting documents for each bank account that they wish to register for receiving redemption / dividend proceeds in the folio. These documents should conclusively prove that the bank accounts provided pertain to the sole / first Unitholder.
5. When unitholder(s) opt for registering multiple bank accounts for the first time in their folio, the details of the bank account currently registered for receipt of redemption /dividend proceeds will be substituted.
6. If multiple bank accounts are already registered for a folio and the unitholder(s) provides a new application form for registering multiple bank account details, the bank account currently for receipt of redemption /dividend proceeds will be substituted.
7. The facility will be activated in the folio within 15 working days from the receipt of duly completed application form at CAMS or AMC office.
8. In case of folio that have availed for 'the facility', any addition / change / deletion in the registered bank accounts will be completed within 15 working days from the receipt of the application form for the same. The request for addition / change / deletion in the registered bank account(s) should be received on application forms available for this purpose. Requests received on a plain paper are liable to be rejected. However, requests for deletion of the registered bank account(s) may be submitted on a plain paper.
9. A letter confirming the registration / addition / change / deletion of multiple bank accounts will be dispatched within 15 working days of the receipt of the application form. Unitholder(s) should preserve this letter for their reference since these bank account details are not mentioned on the account statement.
10. In case 2, 3 or 4 bank accounts have been registered for a folio, unitholder(s) can provide a new bank account. Valid supporting documents for any one of the bank accounts already registered for the folio as well as the new bank account sought to be added for the folio should be submitted.
11. In case of inability to process the request for registration / addition / change / deletion of multiple accounts, intimation will be sent to Unitholder(s).
12. Unitholder(s) can substitute one or more bank accounts registered in the folio by submitting a separate form available for the purpose.
13. Deletion of Bank Accounts:
 - a. Unitholder(s) should submit a written request for deletion of one or more bank account/s registered in the folio. No supporting documents should be submitted along with the request.
 - b. If a request by the Unitholder(s) for deletion of bank account(s) reduces the total number of bank accounts in the folio to One, the request will be considered for opting out of the facility.
 - c. If a request by the Unitholder(s) for deletion of bank account(s) reduces the total number of bank account in the folio to Zero, the request will be rejected.
 - d. The bank account specified as "Default" account cannot be deleted. It can only be submitted with another bank account.
14. The facility for directly credits the Redemption/Dividend payout into the investor's Bank Account in case the account is with ICICI Bank Ltd. / HDFC Bank Ltd. / Axis Bank / IDBI Bank / Standard Chartered Bank / Kotak Mahindra Bank / HSBC Bank / Deutsche Bank / Royal Bank of Scotland / Oriental Bank of Commerce / State Bank of India (Core banking centers only - subject to validation). The list of bank is subject to change from time to time.
15. RTGS / NEFT / ECS are facilities offered by Reserve Bank of India (RBI), for facilitating better customer service by direct credit of dividend/redemption to an investor's bank account through electronic credit. This helps in avoiding loss of dividend/redemption warrant in transit or fraudulent encashment. Payments made through ECS / RTGS / NEFT are subject to applicable rules and policies of RBI and the working of banking system. The Mutual Fund will endeavor to arrange such facility for payment of dividend/redemption proceeds to the Unit holders. It may be noted that there is no commitment from the Mutual Fund that this facility will be made available to the Unit holders for payment of dividend/redemption proceeds.
16. Investors are requested to provide their bank's Indian Financial System code (IFSC), Real Time Gross Settlement (RTGS) or National Electronic Fund Transfer (NEFT) / Magnetic Ink Character Recognition (MICR) code(s).
17. RTGS and NEFT codes may be different for the same bank/branch. Please contact your bank for the details of the same.
18. Any charges levied by the investor's bank for receiving payment through ECS/RTGS/NEFT will be borne by the investor. The Mutual Fund / AMC will not accept any request for refund of such bank charges.
19. Investors who have not opted for the mode of payout through cheque to note that the instruction to the bank for Direct Credit/NEFT/ECS will be given by the Mutual Fund & such instruction will be adequate discharge of Mutual Fund towards redemption/dividend/refund proceeds. Further, the Mutual Fund reserves the right to issue a demand draft/payable at par cheque in case it is not possible to make payment by DC/NEFT/ECS.
20. Tata Mutual Fund will not be responsible in case the bank does not credit the investor's bank account with/without assigning any reason thereof or if the transaction is delayed or not effected at all for reasons of incomplete or incorrect information.
21. Tata Mutual Fund will not be liable for any losses/claims, etc. arising on account of processing the direct credit of redemption / dividend proceeds on the basis of the Bank Account details as provided by the investor in the application form.

FORM FOR MULTIPLE NOMINATION / CANCELLATION OF NOMINATION

(To be filled in by individual(s) applying singly or jointly)



Expertise that's trusted

DATE: _____

I/We Unitholder - 1 and Unitholder - 2
and Unitholder - 3 * do hereby nominate the person(s) more particularly described hereunder / and* /
cancel the nomination(s) made by me / us on the day of in respect of the units held under Folio bearing
No. [] (* strike out which is not applicable). I / We do hereby nominate the under mentioned nominee to receive the
Units allotted to me / our credit in my folio in the event of my / our death. I / We understand that all payments and settlements made to such Nominee and Signature
of the Nominee acknowledging receipt thereof, shall be a valid discharge of the AMC / Mutual Fund / Trustees.

Sr. No.	Name of the Nominee (s)	% of Allocation / Share in favour of each Nominee (should be whole numbers without decimals making a total of 100%)	
		(In Figures)	(In Words)
1.			
2.			
3.			

1) Name and Address of Nominee

Name

Address

Nominee's relationship with the 1st unitholder Date of Birth:

Proof of DOB: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Others

The Nominee is a minor whose guardian is:

Name & Address of Guardian:

Relationship of the Nominee with the Guardian ☐ Mother ☐ Father ☐ Legal Guardian

Proof of relationship: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport

☐ Others

Sign of Nominee/ Guardian (in case of minor nominee)

2) Name and Address of Nominee

Name

Address

Nominee's relationship with the 1st unitholder Date of Birth:

Proof of DOB: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Others

The Nominee is a minor whose guardian is:

Name & Address of Guardian:

Relationship of the Nominee with the Guardian ☐ Mother ☐ Father ☐ Legal Guardian

Proof of relationship: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport

☐ Others

Sign of Nominee/ Guardian (in case of minor nominee)

3) Name and Address of Nominee

Name

Address

Nominee's relationship with the 1st unitholder Date of Birth:

Proof of DOB: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport ☐ Others

The Nominee is a minor whose guardian is:

Name & Address of Guardian:

Relationship of the Nominee with the Guardian ☐ Mother ☐ Father ☐ Legal Guardian

Proof of relationship: ☐ Birth Certificate ☐ School Leaving Certificate ☐ Passport

☐ Others

Sign of Nominee/ Guardian (in case of minor nominee)

Signature of 1st Unitholder	Signature of 2nd Unitholder	Signature of 3rd Unitholder
Name of 1st Unitholder	Name of 2nd Unitholder	Name of 3rd Unitholder