

# Change of Registered Guardian Request Form



**SUNDARAM MUTUAL**  
— Sundaram Finance Group —

Folio Number(s)			
Minor's Name:			
Existing Registered Guardian's Name (Name as per PAN card)*	FIRST	MIDDLE	LAST

I request Sundaram Mutual Fund to change the registered Guardian under the above mentioned Folio no. Please find details of the new Guardian as mentioned below.

## 1. New Guardian Details (Refer Instruction 1)

Name (Name as per PAN card)*	FIRST			MIDDLE				LAST		
DOB*	D	D	M	M	Y	Y	Y	Y		
Relationship with Minor	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Others ..... <input type="checkbox"/> Court Appointed Legal Guardian									
PAN & KYC Letter*	PAN									<input type="checkbox"/> Yes, I am submitting a KYC Letter
Communication Address	<input type="checkbox"/> New address to be updated from KYC Letter attached.									
Reason for Change [Please (✓) one]	<input type="checkbox"/> Demise of Existing Guardian				<input type="checkbox"/> By Mutual Consent				<input type="checkbox"/> Court Order	
Mandatory Documents as per request	<input type="checkbox"/> Copy of Death Certificate (duly notarized or attested by bank manager or AMC official) <input type="checkbox"/> Self-Attested Copy of Relationship Proof of Minor with New Guardian.				<input type="checkbox"/> Consent / No Objection Letter (NOC) from existing registered guardian (point 5 below). <input type="checkbox"/> Self-Attested Copy of Relationship Proof of Minor with New Guardian.				<input type="checkbox"/> Court Order for appointing new guardian, copy duly notarized.	

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

E-Mail																		
STD					Telephone						Mobile							

\*Please tick the Family Code for the Mobile Number and Email ID provided

**\*Mandatory Fields**

Mobile: ☐ Self ☐ Spouse ☐ Dependent Children ☐ Dependent Siblings ☐ Dependent Parents ☐ Guardian   Email: ☐ Self ☐ Spouse ☐ Dependent Children ☐ Dependent Siblings ☐ Dependent Parents ☐ Guardian

I/We would like to receive Account Statements, Annual Reports and other information by email and SMS updates on mobile ☐ Yes ☐ No

## 4. ☐ Existing Bank A/C of Minor where new guardian is appended (OR) ☐ New Guardian's Bank A/C Details: (Refer Instruction 4)

Please enclose an original cancelled cheque leaf / passbook wherein the bank account number and mutual fund first holder name are printed (Mandatory) or a copy of the same attested by your current banker.

Bank Name		Bank Branch & City	
Account No.		Account Type	
MICR Code*		IFSC/RTGS Code*	

\*(9-digit number next to your cheque number)

(\*11 character code printed on a cheque / passbook)

## Mandatory ☐ Bankers Attestation / ☐ Bankers Letter (In Case Minor's existing Bank A/C is appended with New Guardian)

Name of the Banker:	Signature with Bank's Seal:
Designation:	
Employee Code:	

## 5. Signature of the Existing Guardian: Consent / No Objection (NOC) (Mandatory Field)

I, being the existing registered guardian of minor in the folio number(s), details as mentioned above, hereby give my consent and have NO Objection and will not hold the Fund/AMC/RTA towards any liability by registering a new guardian for the minor's folio(s) as mentioned above.

Signature of Existing Guardian

## Signature of the NEW Guardian (Mandatory Field)

I hereby give my consent and will not hold the Fund/AMC/RTA towards any liability by registering myself as the new guardian for the minor's folio(s) as mentioned above.

New Guardian's Signature

Request Date.....

Place.....

Acknowledgement	Sundaram Mutual Fund
Received, subject to verification, request for change of registered guardian from:.....	Time Stamp & Signature
Folio No: (1) ..... (2) ..... (3) .....	
Checklist Mandatory documents: <input type="checkbox"/> KYC Letter <input type="checkbox"/> Proof of new Bank account details	

Contact No. 1860 425 7237 (India) +91 40 2345 2215 (NRI) • E-mail: customerservices@sundarammutual.com (NRI): nriservices@sundarammutual.com

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Please refer the instructions given below

### **Instruction 1**

In case of Registration of PAN / KYC (Know Your Client), Mutual funds shall collect the following supporting documents:

- Self-attested PAN Copy in case of registration of PAN.
- Self-attested KYC acknowledgement copy in case of registration of KYC.

For those who are not KYC compliant, please refer the link [http://www.sundarammutual.com/kyc\\_faqs/kyc\\_faqs.htm](http://www.sundarammutual.com/kyc_faqs/kyc_faqs.htm) to download KYC forms and for FAQs

### **Instruction 2**

**Go Green E-Update Services:** By providing details of your personal email address, you will receive your account statement by paperless mode via email, in an efficient and timely manner. You would also be contributing to the environment. The investor is deemed to be aware of security risks including interception of documents and availability of content to third parties. Sundaram Asset Management provides interesting information on the economy, markets and funds. If you wish to receive your account statement, annual report and other such updates by email, please fill in your email address overleaf. Further, by providing your mobile number, you can avail of instant SMS alerts for your transactions.

### **Instruction 3**

Original of any one of the following documents may be submitted, or produced for verification, or copy of the same attested by the Bank:

- Cancelled original cheque of the new bank mandate with first unit holder name and bank account number printed on the face of the cheque.
- Self-attested copy of bank statement
- Bank passbook with current entries not older than 3 months
- Bank Letter duly signed by branch manager / authorized personnel