

Frequently Asked Questions

(on PAN documentation for the investments made after 2nd July 2007. SEBI vide their letter no. MRD/DOP/PAN/PM/166999/2009 dated June 19, 2009 issued a circular stating investment in Micro Schemes such as Systematic Investment Plans of Mutual Funds up to Rs.50, 000/- per year per investor shall be exempted from the requirement of PAN.)

I am investing >= Rs. 50,000 in Mutual Funds. What documents should I submit?

1. PAN copy duly attested
2. If PAN is not available, Form 60 with proof of address along with copy of Form 49A (application for PAN) duly acknowledged.

I am investing < Rs. 50,000 in Mutual Funds. Should I still submit all these documents?

Yes. You need to submit the following documents

- a. PAN copy duly attested
- or
- b. Copy of Form 49A (application for PAN) duly acknowledged

I am a Non Resident Indian. Will this rule be applicable to me?

Yes. It is applicable to all investors including NRIs, PIOs and guardians in case of minors.

I am not an Income tax assessee and have not taken PAN so far. I think I am exempted from this.

No. Even though you are not an assessee and do not have PAN for Income Tax purpose, it is still mandatory if you are planning to invest in mutual funds after July 2nd 2007.

I am only planning to invest in SIPs and my investment amount is INR 100 per month. Am I still required to submit these documentation?

Yes. It is applicable to all transactions listed below irrespective of the investment amount:

- a. All fresh purchases
- b. Additional purchases

c. SIPs registered with effect from July 2nd 2007 (investment in Micro Schemes such as Systematic Investment Plans of Mutual Funds up to Rs.50, 000/- per year per investor shall be exempted from the requirement of PAN).

I have MIN number and I have submitted all these documents at the time of applying for MIN. I don't think I need to submit these documents again.

No. you still need to submit the PAN proof.

I am holding investments as a PoA holder. Do I need to submit these documents?

No. Power of Attorney and lien holders need not submit the documents.

I plan to submit the redemption request. Are these documents mandatory?

No. this documentation is not mandatory for the following transactions as of now.

- a. Redemptions
- b. Switches c. STPs
- d. Dividend Payouts,
- e. Dividend Reinvestments
- f. SIPs registered prior to 2/7/2007

Who should certify the PAN?

1. Self certification (Original documents should be verified at front office)
2. Further attestation by
 - a. Bank Manager/ Notary (clearly mentioning their name and designation, affixing their respective seal/ stamp and sign in original)
 - b. Distributor (thru whom the investment is mobilised, affixing the ARN code stamp, clearly mentioning the name of the person attesting the document and signing in original)
 - c. AMC/ Registrar (clearly affixing the AMC/ Registrar stamp and sign in original of the employee clearly mentioning his/ her name and/ or employee ID no)

We have many joint investments but only primary holder has PAN. Will this be sufficient if primary holders submit this documentation?

No. It is mandatory for all unit holders including the guardian in case of investments by minor applicant

I have already submitted my PAN earlier. Do I need to submit it again while doing fresh investment?

If you have not submitted the PAN proof , you need to submit it now.

I have already submitted my PAN earlier. Do I need to submit it for each transaction?

SEBI circular says that it is mandatory for each transaction. However, you can quote the earlier investment folio number along with PAN number. our ISC will verify the same and only in case of any discrepancy, you will be asked to submit this again.

Can I first submit my application form for investment and submit the required documentation at a later stage?

No. All these documents are required along with application form and investment cheque.

I have invested as a Minor and my guardian has submitted all proofs earlier. I have become major on 2nd July 2007 and wish to change my investment status. Should I submit these documents?

Yes. You need to submit all these.

I have acquired MF units through transmission and I am the legal heir. What about me?

Please submit all these documents in case the transmission request will be submitted after July 2nd 2007.