



COMMON TRANSACTION FORM

For Existing Investors only

MAPIN UIN
•
Additional Purchase
•
Redemption
•
Switch

Change of Bank Account
•
Change of Address & Contact Details
•
PAN Details / Form No. 60
•
PIN Facility

Alert Registration
•
Nomination
•
SIP
•
SWP / STP

Please use separate Transaction Form for each Transaction and for each Scheme / Plan.



ACKNOWLEDGEMENT SLIP

Acknowledgement is subject to verification. Request may not be processed in case of incomplete / ambiguous / improper / incorrect details in Transaction Form.

Investor Name

Folio Number

Scheme

Plan / Option

MAPIN UIN
 Additional Purchase or SIP

Total Amount (Rs.)

Total Cheques

Cheques No.(s)
 From
 To

Redemption or Switch

Amount (Rs.)

OR Units

SWP or STP
 Change of Bank Account
 Change of Address / Contact Details
 Nomination
 Alert Registration
 PIN Facility



ISC Stamp & Signature



COMMON TRANSACTION FORM

(For Existing Investors only)
 (Refer Instructions overleaf)

Website : dspmlmutualfund.com

E-mail : dspmlmf@ml.com

Toll Free Number : 1-600-33-4499

Distributor Name & ARN

Sub Agent's Name & ARN

ARN -0010

- MAPIN UIN • Additional Purchase • Redemption • Switch • Change of Bank Account • Change of Address
- Contact & PAN Details • Nomination • SIP / SWP / STP • Alert Registration • PIN Facility

Please use separate Transaction Form for each Transaction and for each Scheme / Plan.

Name of Sole / First Unitholder (Leave space between first / middle / last name) Mr. Ms. M/s. Others

Folio Number Scheme Name Plan / Option*

ADDITIONAL PURCHASE (Write Investment Scheme Name, Plan / Option* on top)

Amount in Words

Amount in Figures Rs. Cheque / DD No.

Cheque / DD Drawn on (Name of Bank & Branch)

Cheque / DD Date / / Cheque to be drawn in favour of 'Name of the Scheme'

REDEMPTION (Write Scheme name, Plan / Option on top)

Amount in Figures Rs. Amount in Words

OR (Please note that the Redemption can be done either in Units or in Amount and not in both)

Units in Figures Units in Words

Treat this redemption request as having been received on Saturday the ___/___/___ after 10 a.m. and accordingly, process the redemption request based on the applicable NAV and make the consequent redemption payout. (This facility can be availed of only in DSPMLLF and DSPMLFRF on a Business Day preceding a Saturday which is a Business Day or before 10 a.m. on such Saturday).

SWITCH (Write switch-out Scheme Name, Plan / Option on top)

Amount in Figures Rs. Amount in Words

OR (Please note that the Switch can be done either in Units or in Amount and not in both)

Units in Figures Units in Words

Switch-in To Scheme / Plan / Option*

CHANGE OF BANK ACCOUNT DETAILS (Mandatory as per SEBI Regulations)

Bank Name

Branch Name

Address

City Pin Code

A/c No.

A/c. Type (Please Savings Current NRE NRO FCNR

* Default Option will be applied in case of no information, ambiguity or discrepancy.

CHANGE OF ADDRESS (P.O. Box Address is not sufficient) (Local Address for NRIs / FIs)

City

Pin Code State

NRI / FI Overseas Address (Mandatory) (P.O. Box Address is not sufficient)

CONTACT DETAILS

STD Code Tel. Off.

Extn. Mobile

Tel. Resi. Fax

E-Mail

I/We wish receive the following via e-mail instead of physical document (Please)

Account Statement Quarterly Newsletter and Annual Report

Communication on Change of Address, Bank Mandate etc.

PAN DETAILS (Mandatory for Transaction of Rupees 50,000 and above)

Sole / First Unitholder / Guardian (Photocopy of PAN Card / IT Letter required)

PAN OR Form No. 60 attached

Second Unitholder

PAN OR Form No. 60 attached

Third Unitholder

PAN OR Form No. 60 attached

DECLARATION & SIGNATURES

Having read and understood the contents of the Offer Document, Key Information Memorandum, Instructions and Addenda issued from time to time of the respective scheme(s) of DSP Merrill Lynch Mutual Fund mentioned within, I/we hereby apply to the Trustee of DSP Merrill Lynch Mutual Fund for purchase/redemption/switch/other transactions of the scheme as mentioned above and agree to abide by terms, conditions, rules and regulations of the scheme. I / We have neither received nor been induced by any rebate or gifts, directly or indirectly in making this investment and also declare that the amount invested in the scheme is through legitimate sources only and is not designed for the purpose of any contravention or evasion of any Act, Regulation, Rule, Notification, Directions or any other applicable laws enacted by Government of India or any Statutory Authority.

Applicable to NRIs only : I / We confirm that I am / We are Non-Resident(s) 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 Accounts(s).

Sole / First Holder

Second Holder

Third Holder

Name of Sole / First Unitholder (Leave space between first / middle / last name) <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> M/s. <input type="checkbox"/> Others		MAPIN UIN
Folio Number	Scheme Name	Plan / Option*

PIN FACILITY
 I / We would like to subscribe to the **Personal Identification Number (PIN) Facility** offered by DSP Merrill Lynch Mutual Fund [Please ✓]
 Issue me/us a PIN for Telephone Transactions & for Internet Transactions as and when started. I/We have read and agree to the terms & conditions of this facility.

ALERT REGISTRATION

Alert by E-mail SMS **Scheme** _____

Alert on a **particular date** (dd/mm/yy) _____ / _____ / _____

Alert on reaching a **particular BSE Sensex** target
 • BSE Sensex closed above _____ points; or below _____ points

Alert on reaching a **particular NAV**
 • NAV above Rs. _____ or below Rs. _____

Alert after completion of **particular investment horizon**
 • Purchase transaction date (dd/mm/yy) _____ / _____ / _____
 • Alert after _____ days from purchase

An alert will be sent on the first occurrence of each of the events as specified above by you. To receive subsequent alerts, call 1600-334499.

NOMINATION DETAILS

I/We do hereby nominate the person more particularly described hereunder / and / cancel the nomination made by me/us on the _____ day of _____ in respect of Units held by Me/us.

Date of Birth of Nominee _____ / _____ / _____

Nominee Name _____

Guardian Name _____

Address _____

City _____ **Pin Code** _____

Tel. Off. _____ **Resi.** _____

E-Mail _____

PAN _____

Circle/Ward District _____

Signature of Guardian / Nominee (Optional) _____

* Default Option will be applied in case of no information, ambiguity or discrepancy.

SYSTEMATIC INVESTMENT PLAN (SIP)
 (Separate Cheque required for investment in different Scheme / Plan)
 All Cheques should be of same date of the months / quarters.

Each SIP Amount Rs. _____ Investment Frequency (Please ✓)
 Monthly Quarterly

SIP Date 1st 7th 14th 21st of the Month / Quarter.

SIP Period From _____ / _____ / _____ To _____ / _____ / _____
 M M Y Y Y Y M M Y Y Y Y

Cheque Nos. From _____ To _____

Drawn on Bank _____

Branch _____ City _____

SYSTEMATIC WITHDRAWAL PLAN (SWP)

SWP Fixed Sum Rs. _____ Withdrawal Frequency : Monthly

Withdrawal Date : 1st Business Day of the Month

Withdrawal Period From _____ / _____ / _____ To _____ / _____ / _____
 M M Y Y Y Y M M Y Y Y Y

SYSTEMATIC TRANSFER PLAN (STP)

STP in To Scheme _____ **Plan / Option*** _____

Transfer Fixed Sum Rs. _____ Transfer Frequency (Please ✓)
 Monthly Quarterly

Transfer Date : 1st Business Day of the Month / Quarter

Transfer Period From _____ / _____ / _____ To _____ / _____ / _____
 M M Y Y Y Y M M Y Y Y Y

In case of schemes having an SIP facility, investments done in such schemes through STP will be treated as investments through SIP and the load structure for SIP will be applicable.

DECLARATION & SIGNATURES

Having read and understood the contents of the Offer Document, Key Information Memorandum, Instructions and Addenda issued from time to time of the respective scheme(s) of DSP Merrill Lynch Mutual Fund mentioned within, I/we hereby apply to the Trustee of DSP Merrill Lynch Mutual Fund for purchase/redemption/switch/other transactions of the scheme as mentioned above and agree to abide by terms, conditions, rules and regulations of the scheme. I / We have neither received nor been induced by any rebate or gifts, directly or indirectly in making this investment and also declare that the amount invested in the scheme is through legitimate sources only and is not designed for the purpose of any contravention or evasion of any Act, Regulation, Rule, Notification, Directions or any other applicable laws enacted by Government of India or any Statutory Authority.

Applicable to NRIs only : I / We confirm that I am / We are Non-Resident(s) 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 Accounts(s).

Signature of Sole / First Holder	_____
Signature of Second Holder	_____
Signature of Third Holder	_____

INSTRUCTIONS

This form can be used by existing investors only. Please read the below mentioned instructions carefully before filling up the form.

- MAPIN UIN:** As per regulations and notifications issued by SEBI under SEBI (Central Database of Market Participants) Regulations, 2003, no investor being body corporate, on and after 31-12-2004, shall buy, sell or deal in mutual fund units unless the investor, its promoters and directors have been allotted Unique Identification Number (UIN). Further, on and after 31-03-2005 all resident investors, FIs, shall not buy, sell or deal in mutual fund units unless such investor has been allotted a UIN.
- DSPML Mutual Fund will not be liable for non acceptance / rejection / non processing of any transaction from body corporates or resident investors or FIs if they fail to provide the UIN for transactions as mentioned above.
- ADDITIONAL PURCHASE & PAYMENT DETAILS**
 Investors should fill name of the scheme, plan & option clearly. In case the investor does not fill the plan / option / sub-option properly and clearly or in case of incomplete details, non-clarity or ambiguity, default options as per scheme offer document will be considered and applied.
 The cheque or demand draft should be drawn in favour of "Name of the Scheme" as the case may be, and should be crossed "Account Payee Only". Separate cheques should be given for each separate investment in a different scheme, plan or option. Outstation cheques are not accepted.
- CONTACT AND PAN DETAILS**
 Applicants should provide contact information such as their telephone number and email address.
PAN Details: It is mandatory (as per SEBI and Income Tax Act) that all applications having a value of Rs. 50,000/- or more shall compulsorily mention the Permanent Account Number (PAN) of the applicant allotted under the Income Tax Act. In the case of joint applicants, PAN of each of the applicants should be provided irrespective of the mode of holding. Please provide a copy of PAN card or any document issued by Income Tax department mentioning PAN for verifying PAN No. If not, Form No. 60 should be attached duly filled. Applicants not complying with the above requirements will be rejected.
- PIN FACILITY:**
 The Fund may provide the facility to transact over the telephone or on the Internet. For this purpose, Unit Holders will be provided with a Personal Identification Number (PIN). A PIN is currently issued to individuals with Single/ Either or Survivor holding. Applicants who wish to have a PIN should read the terms and conditions of the PIN facility as detailed in the offer document and tick the relevant box to request a PIN. A PIN will be mailed to the unit Holder entirely at his/her/its own risk.
- ALERT FACILITY:**
 Investors can now keep a tab on their Investments, by requesting specific event -based alerts both by email and on their mobile phones, based on the occurrence of specific events and on best-effort basis. DSP Merrill Lynch Fund Managers Ltd are unable to exercise control over the contents or the timeliness of the transmission of the SMS by the service providers. We hereby exclude any liability for the quality, completeness or accuracy of any such contents and its transmission, reception, storage, reliability of use.
- NOMINATION DETAILS:**
 The nomination can be made only by individuals applying for / holding units on their own behalf singly or jointly Non-individuals including society, trust, body corporate, partnership firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. If the units are held jointly, all joint holders will sign the Nomination Form.
 A minor can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the unit holder. Nomination can also be in favour of the Central Government, State Government, a local authority, any person designated by virtue of his office or a religious or charitable trust.
 The Nominee shall not be a trust, other than a religious or charitable trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family or a Power of Attorney holder. A Non-Resident Indian can be a Nominee subject to the exchange controls in force, from time to time.
 Only one nominee per account is permitted. The rights in the units will vest in the nominee only upon the death of all unitholders. Nomination in respect of the units stands rescinded upon the transfer of units.
- EMAIL COMMUNICATION**
 Applicants are encouraged to provide their email address to enable the Fund to send them various kinds of investor communication like Account statements, quarterly newsletters, annual reports, etc. more efficiently via email, according to the investor's preference.
 It is deemed that the Unitholder is aware of all the security risks associated with online communication, including possible third party interception of the documents sent via email.
- SYSTEMATIC INVESTMENT PLAN (SIP)**
 SIP is not available in DSPML Liquidity Fund, DSPML Bond Fund - Institutional Plan and DSPML Short Term Fund. Minimum Investment Amount for SIP is Rs. 500 and in multiples of Rs. 100 thereafter. You can opt for SIP in the Scheme on a monthly or quarterly basis by issuing post-dated investment Cheques for a pre-defined amount. The Cheque should be drawn in favour of "Name of the Scheme and Plan" as applicable. All Cheques should be of same date of month / quarter. **SIP facility is available only on specific dates of the month viz. 1st / 7th / 14th / 21st.**
- SYSTEMATIC WITHDRAWAL PLAN (SWP)**
 SWP is not available in DSPML Liquidity Fund, DSPML Bond Fund - Institutional Plan and DSPML Short Term Fund. You can opt for SWP in the Scheme on a monthly basis on 1st Business Day of every month. Your withdrawal request should not be below Rs. 200. Please indicate clearly the Scheme / Plan / Option from which you wish to withdraw your investment.
- SYSTEMATIC TRANSFER PLAN (STP)**
 STP is not available in DSPML Bond Fund - Institutional Plan. The minimum transfer amount is Rs. 500 and in multiples of Rs. 100 thereafter. Please indicate clearly the Scheme / Plan / Option from and to which you wish to transfer your investment. You can opt for STP in the Scheme on a monthly or quarterly basis on 1st Business Day of every month / quarter.

FORM No. 60

[See second proviso to rule 114B]

Form of declaration to be filed by a person who does not have a permanent account number and who enters into any transaction specified in rule 114B of Income-tax Rules, 1962.

(1) Full name and address of the declarant:

Name : _____

Address : _____

(2) Particulars of transaction : _____

(3) Amount of the transaction : _____

(4) Are you assessed to tax? Yes / No

(5) If yes,

(i) Details of Ward/Circle/Range where the last return of income was filed?

(ii) Reasons for not having permanent account number.

(6) Details of the document being produced in support of address in column (1):

Verification

I, _____,
do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the _____ day _____ of _____

Folio No. _____

Date : _____

Place : _____

Signature of the declarant

Instructions : Documents which can be produced in support of the address are:-

■ Ration Card ■ Passport ■ Driving licence ■ Identity Card issued by any institution ■ Copy of the electricity bill or telephone bill showing residential address ■ Any document or communication issued by any authority of Central Government, State Government or local bodies showing residential address ■ Any other documentary evidence in support of his address given in the declaration.

FORM No. 60

[See second proviso to rule 114B]

Form of declaration to be filed by a person who does not have a permanent account number and who enters into any transaction specified in rule 114B of Income-tax Rules, 1962.

(1) Full name and address of the declarant:

Name : _____

Address : _____

(2) Particulars of transaction : _____

(3) Amount of the transaction : _____

(4) Are you assessed to tax? Yes / No

(5) If yes,

(i) Details of Ward/Circle/Range where the last return of income was filed?

(ii) Reasons for not having permanent account number.

(6) Details of the document being produced in support of address in column (1):

Verification

I, _____,
do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the _____ day _____ of _____

Folio No. _____

Date : _____

Place : _____

Signature of the declarant

Instructions : Documents which can be produced in support of the address are:-

■ Ration Card ■ Passport ■ Driving licence ■ Identity Card issued by any institution ■ Copy of the electricity bill or telephone bill showing residential address ■ Any document or communication issued by any authority of Central Government, State Government or local bodies showing residential address ■ Any other documentary evidence in support of his address given in the declaration.

List of Official Points of Acceptance of Transactions

DSP Merrill Lynch Fund Managers Limited - Investor Service Centres

Ahmedabad	402/B, A Wing Ganesh Plaza, C. G. Road, Ahmedabad 380 009	Tel.: (079) 5531 2855
Bangalore	# 114, Level 1, Prestige Centre Point, 7, Edward Road, Bangalore 560 052	Tel.: (080) 5750 2855
Coimbatore	Tristar Towers, 1st Floor, East Wing, 657, Avinashi Road, Coimbatore 641 037	Tel.: (0422) 553 2855
Chennai	Appejay Business Centre, No. 12, Haddows Road, Chennai 600 006	Tel.: (044) 5551 2855
Kolkata	407, Lords, 4th Floor, 7/1 Lord Sinha Road, Kolkata 700 071	Tel.: (033) 2282 2855
Mumbai	11TH Floor, Tulsiani Chambers, West Wing, Nariman Point, Mumbai 400 021	Tel.: (022) 5607 2855
New Delhi	804-805, 8th Floor, Ashoka Estate, Barakhamba Road, New Delhi 110 001.	Tel.: (011) 5550 2855
Pune	304 Business Guild, Plot # 87/2 Law College Road, Erandawane, Pune 411 004.	Tel.: (020) 5620 2855
Secunderabad	C/O DBS House, 1-7-43 To 46, Sardar Patel Road, Secunderabad 500 003.	Tel.: (040) 2781 0326
Surat	322 - 323, Jolly Plaza Beside Girls Polytechnic College, Athawa Gates, Surat 395 001	Tel.: (0261) 247 4855
Vadodara	401, 4th Floor, Sakar Complex, Haribhakti Colony, Old Padra Road, Vadodara 390 007	Tel.: (0265) 554 2385

To contact any of the below mentioned branches / transaction points call on 1-901-44-1234

CAMS - Investor Service Centres

Ahmedabad	402-406, 4th Floor - Devpath Building, Off C. G. Road, Behind Lal Bungalow, Ellis Bridge, Ahmedabad - 380 006
Bangalore	No 8 Kempe Gowda Road, Second Floor, Mahaveer Shopping Complex, Bangalore - 560 009.
Bhubaneswar	101/ 7, Janpath, Unit – III, Bhubaneswar - 751 001
Coimbatore	462-A , Venkatasamy Road, New Sidhapudur, Coimbatore - 641 044
Kochi	41 / 1617. Rock Hill, First Floor, Banerji Road (North), Kochi - 682 018
Chandigarh	SCO 154-155, 1st Floor, Sector 17-C, Chandigarh - 160 017
Chennai	Ground Floor, A & B. Lakshmi Bhawan, 609. Anna Salai, Chennai - 600 006
New Delhi	304-305 III Floor, 18, Barakhamba Road, New Delhi - 110 001
Secunderabad	1-7-293/ 2 / 1 - 5/A, Behind Bank of India Building, Paradise, M. G. Road, Secunderabad - 500 003
Indore	Dalal Chambers, 101.Sagarmatha Apartments, 1st Floor, 18 / 7 M. G. Road, Indore - 452 003
Jaipur	G-III, Park Saroj, Behind Ashok Nagar Police Station, R-7, Yudhisthir Marg ,C-Scheme, Jaipur - 302 001
Kanpur	G – 27,28 – Ground Floor, CITY CENTRE, 63/ 2, THE MALL, Kanpur – 208 001
Kolkata	53/A Rafi Ahmed Kidwai Road, Kolkata - 700 016
Lucknow	No.3.First Floor, Saran Chambers 1, 5. Park Road, Lucknow – 226 001
Ludhiana	Shop no. 20-21 (Ground Floor), Prince Market, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, P.O: Model Town, Ludhiana - 141 002
Mangalore	6. First Floor, West Gate Terminus, Falnir Road, Opp. Unity Health Complex, Highlands, Mangalore – 575 002
Mumbai	Rajabhadur Compound, Ground Floor, Opp Allahabad Bank, Behind ICICI Bank, 30, Mumbai Samachar Marg, Fort, Mumbai - 400 023
Nagpur	145 Lendra Park,Behind Shabari, New Ramdaspath, Nagpur – 440 010
Panaji	No.15. Diamond Chambers, I Floor, 18th June Road, Panaji - 403 001 GOA
Patna	Kamlalaye Shobha Plaza (1st Floor), Behind RBI Near Ashiana Tower, Exhibition Road, Patna – 800 001
Pune	Kalpataru Plaza: Office No. B . 314, 3rd floor, 224, Bhawani Peth, Pune - 411 042
Surat	1st Floor, Niva Apartments, Above Sagrampura-Rudarpura Co-op Bank, Bhatia Street, Nanpura, Surat - 395001
Vadodara	109 - Silver Line, Besides World Trade Centre, Sayajigunj, Vadodara – 390 005
Visakhapatnam	47/ 9 / 17, 1st Floor, 3rd Lane , Dwaraka Nagar, Visakhapatnam - 530 016

Website : www.dspmlmutualfund.com

email : dspmlmf@ml.com

Toll-free : 1600 33 44 99