

## Reconversion Request Form for conversion of Mutual Fund Units held in Dematerialised form to Statement of Account form (Pre-printed serial nos.)

DP ID Client ID Date 

I/We hereby declare that the below mentioned account may be debited to the extent of my/our reconversion request and equivalent units into Statement of Account form be issued for the same. I/We hereby declare that the below mentioned units are registered in the name(s) of below mentioned person(s).

**Name of the account holder(s)**

Sole / First Holder

Second Holder

Third Holder

**Details of Units:****Mutual Fund Name** Free Units Locked-in Units 

Sr. No.	ISIN	Unit Description	if Quantity	Details of Lock-in (applicable)		Reconversion request number (RRN) (To be filled in by Participant)
				Reason	Release date	

**Notes**

1. In case the space is found to be insufficient, an annexure containing the said details in the same format may be attached.
2. Please use separate form for free units and locked-in units for Authorised Signatory(ies)

**Authorised Signatory(ies)**

First/Sole Holder

Second Holder

Third Holder

**Participant Authorisation**

Received the above mentioned Units for reconversion into Statement of Account form:

Client ID **Name of the account holder(s)**

Sole / First Holder

Second Holder

Third Holder

The application form is verified with the details of the Client account and certify that the application form is in order. The account has sufficient balances to accept the reconversion request as requested. It is also certified that the Clients' signatures are verified and found in order.

**Date:**

Forwarded by (Name of the Official) :

(Participant's Stamp)

Signature:

**Acknowledgement**

We hereby acknowledge the receipt of a reconversion request for \_\_\_\_\_ ( quantity) of Mutual fund units of \_\_\_\_\_  
(security details) from \_\_\_\_\_(Name) having Client ID \_\_\_\_\_ surrendered  
on \_\_\_\_\_(date) to be delivered in the form of Mutual Fund units represented by Statement of Account.

Received by \_\_\_\_\_

Bank Official Signature \_\_\_\_\_

Branch \_\_\_\_\_

SR. No. \_\_\_\_\_

Date