

# SYSTEMATIC TRANSFER PLAN / SYSTEMATIC WITHDRAWAL PLAN



Please read the instructions carefully and strike off any sections that are not relevant or not applicable.

Application No.:

Please Note: All field marked with asterisk (\*) to be mandatorily filled

## 1. DISTRIBUTION INFORMATION\* (Refer Section 1 under instructions)

ARN code	RIA /PMRN code**	ARN / RIA / PM Name	Sub broker ARN code	Sub broker code	EUIN*
ARN-9992	RIA -		ARN -		

\*\*  By mentioning RIA /PMRN code, I/We authorize you to share with the Investment Adviser/ Portfolio Manager the details of my/our transactions in the scheme(s) of WhiteOak Capital Mutual Fund. (Please  if applicable) In case the EUIN box has been left blank, please refer the point related to EUIN in the Declaration & Signatures section overleaf. Upfront commission "if any applicable" shall be paid directly by the investor to the AMFI registered distributor, based on the investor's assessment of various factors, including the service rendered by the distributor.

## 2. EXISTING UNIT HOLDER INFORMATION

Investor Name Mr. Ms. M/s.

Folio No.

PAN/PERN\*  Enclosed:  PAN/PERN Proof  KYC Complicane

## 3. SYSTEMATIC TRANSFER PLAN (STP) (To be submitted atleast 7 days before the 1st due date for transfer) (Refer STP instructions)

From Scheme	Plan	To Scheme	Plan
Option (Please <input checked="" type="checkbox"/> any one) <input type="checkbox"/> Growth <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment		Option (Please <input checked="" type="checkbox"/> any one) <input type="checkbox"/> Growth <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment	
*IDCW Frequency (In case of IDCW Option) <input type="text"/>		*IDCW Frequency (In case of IDCW Option) <input type="text"/>	
<input type="checkbox"/> FIXED SYSTEMATIC TRANSFER PLAN (FSTP)		<input type="checkbox"/> CAPITAL APPRECIATION SYSTEMATIC TRANSFER PLAN (CASTP)	
FSTP Frequency: <input type="checkbox"/> Weekly (Any day from Monday to Friday) <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly		CASTP Frequency: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly	
FSTP Amount: <input type="text"/> No. of Installments: <input type="text"/>		No. of Installments: <input type="text"/>	
FSTP Date: <input type="text"/> FSTP Start: <input type="text"/> FSTP End: <input type="text"/>		CASTP Date: <input type="text"/> CASTP Start: <input type="text"/> CASTP End: <input type="text"/>	
<small>(You may select any date from 1st to 28th of the month)</small>		<small>(You may select any date from 1st to 28th of the month)</small>	

## 4. SYSTEMATIC WITHDRAWAL PLAN (SWP) (To be submitted atleast 7 days before the due date for transfer) Refer SWP Instructions

Scheme	Plan
Option (Please <input checked="" type="checkbox"/> any one) <input type="checkbox"/> Growth <input type="checkbox"/> IDCW Payout <input type="checkbox"/> IDCW Reinvestment	
SWP Instalment ₹ <input type="text"/>	*IDCW Frequency (In case of IDCW Option) <input type="text"/>
No. of Instalments <input type="text"/>	SWP Frequency: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Half Yearly <input type="checkbox"/> Yearly
	SWP Date: <input type="text"/> SWP Start: <input type="text"/> SWP End: <input type="text"/>
	<small>(You may select any date from 1st to 28th of the month)</small>

## 5. DECLARATION AND SIGNATURE(S)

Having read and understood the content of the SID / SAI of the scheme, I/we hereby apply for units of the scheme. I have read and understood the terms, conditions, details, rules and regulations governing the scheme. I/we hereby declare that the amount invested in the scheme is through legitimate source only and does not involve designed for the purpose of the contravention of any Act, Rules, Regulations, Notifications or Directives of the provisions of the Income Tax Act, Anti Money Laundering Laws, Anti Corruption Laws or any other applicable laws enacted by the Government of India from time to time. 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 belongs to me/us. In event "Know Your Customer" process is not completed by me/us to the satisfaction of the Mutual Fund, (I/we hereby authorize the Mutual Fund, to redeem the funds invested in the Scheme, in favour of the applicant, at the applicable NAV prevailing on the date of such redemption and undertake such other action with such funds that may be required by the law.) The ARN holder has disclosed to me/us all the commissions (trail commission or any other mode), payable to him for the different competing Schemes of various Mutual Funds amongst which the Scheme is being recommended to me/ us. I/We confirm that I/We do not have any existing Micro SIP/Lumpsum investments which together with the current application will result in aggregate investments exceeding ₹50,000 in a year (Applicable for Micro investment only.) with your fund house. For NRIs only - I / We confirm that I am/ we are Non Residents of Indian nationality/origin and that I/We have remitted funds from abroad through approved banking channels or from funds in my/ our Non Resident External / Non Resident Ordinary / FCNR account. I/We confirm that details provided by me/us are true and correct.

SIGNATURE(S)

1st / Sole Holder	2nd Holder	3rd Holder



## ACKNOWLEDGMENT SLIP (To be filled in by the investor)

Application No.:

Folio No.

From

Scheme  Plan

Amount  Cheque No.  Date

Signature, Stamp & Date

## INSTRUCTIONS

### SYSTEMATIC TRANSFER PLAN (STP)

- Systematic Transfer Plan (STP) is an option wherein Unit holders of Source Schemes can opt to transfer a fixed amount at regular intervals (and provide standing instructions to the AMC to switch the same into the target schemes).
- The source schemes refer to all open-ended schemes and the target schemes refer to all open ended schemes where subscription is allowed.
- The amount transferred under STP from Source scheme to the Target Scheme shall be done by redeeming Units of Source scheme at Applicable NAV, subject to exit load, if any; and subscribing to the Units of the Scheme at Applicable NAV as on specified date as given below:

Fixed Systematic Transfer Plan (FSTP)		Capital Appreciation Systematic Transfer Plan (CASTP)	
Particulars	Frequency	Particulars	Frequency
Weekly Option	Any day from Monday to Friday	Monthly & Quarterly Option	Any Date of every month
Monthly & Quarterly Option	Any Date of every month		

In case these dates fall on a holiday or book closure period, the next Business Day will be considered for this purpose. In case of nil balance in the Source Scheme, STP for that particular due date will not be processed.

- STP will cease to be active upon 3 consecutive unsuccessful transactions or if all units are pledged or upon receipt of intimation of death of Unit holder. All requests for registering or discontinuing Systematic Transfer Plans shall be subject to an advance notice of 10 days.
- The provision of "Minimum Redemption Amount" specified in Scheme Information Document (SID)(s) of the respective Source schemes and "Minimum Application Amount" applicable to the Target Scheme as specified in this document will not be applicable for Systematic Transfer Plan.
- At the time of registration, the minimum amount for this facility is ₹1,000/- and in multiples of ₹0.01 for weekly, monthly and quarterly frequency.
- The minimum number of instalments under each Plan are as follows:  
Under Weekly STP: Where instalment amount is less than Rs. 1,000: 12 instalments  
Where instalment amount is equal to or greater than Rs. 1,000: 6 instalments  
Under Monthly FSTP & Monthly CASTP: • Minimum 6 instalments  
Under Quarterly FSTP & Quarterly CASTP: • Minimum 4 instalments

Under the CASTP- Monthly Interval, unit holders will be eligible to transfer the entire capital appreciation amount (minimum Rs. 500) by way of capital appreciation on any date selected by the investor between 1st – 28th of each month. Under the CASTP-Quarterly Interval, unit holders will be eligible to transfer the entire capital appreciation amount (minimum Rs. 1,500) by way of capital appreciation on any date selected by the investor between 1st – 28th of the first month of each quarter.

The beginning of the quarter could be of any month e.g., April, August, October, November, etc. Please note that no transfers will take place if there is no minimum capital appreciation amount (except for last transfer leading to closure of account). The capital appreciation, if any, will be calculated from the enrolment date of the CASTP under the folio, till the first transfer date. Subsequent capital appreciation, if any, will be the capital appreciation between the previous CASTP date (where CASTP has been processed and paid) and the next CASTP date e.g., if the appreciation is Rs. 3,500 in the first quarter and Rs. 3,000 in the second quarter, the unit holder will receive only the appreciation i.e., Rs. 3,500 in the first quarter and Rs. 3,000 in the second quarter.

If the capital appreciation amount is less than Rs. 500 for Monthly & Rs 1500 for Quarterly frequency, the CASTP shall not be processed for that particular month/quarter

- Further, the minimum balance in the Unit holders account or the minimum amount of application at the time of enrolment for STP in the Transferor Scheme should be Rs. 12,000.
- There will be no maximum duration for STP enrolment.
- The amount transferred under the STP from the Transferor Scheme to the Transferee Scheme shall be effected by redeeming units of Transferor Scheme at Applicable NAV, after payment of Exit Load, if any, and subscribing to the units of the Transferee Scheme at Applicable NAV in respect of each STP investment. In case the STP date falls on a Non-Business Day or falls during a book closure period, the immediate next Business Day will be considered for the purpose of determining the applicability of NAV.
- Unit holders may change the amount (but not below the specified minimum) by giving written notice to any of the Official Point(s) of Acceptance. Unit holders will have the right to discontinue the STP facility at any time by sending a written request to the OPA. Notice of such discontinuance should be received at least 7 days prior to the due date of the next transfer date.
- On receipt of such request, the STP facility will be terminated. STP will be terminated automatically if all the Units are liquidated or withdrawn from the Transferor Scheme or pledged or upon the Fund's receipt of notification of death or incapacity of the Unit holder.
- Exit Load, if any, prevailing on the date of enrolment shall be levied in the Transferee Scheme.
- The AMC / Trustee reserve the right to change / modify load structure and other terms and conditions under the STP prospectively at a future date.
- The Fund reserves the right to include/remove any of its Schemes under the category of Source and Target Schemes available for STP from time to time by suitable display of notice on AMC's Website.
- The facility is available for both Source and Target Scheme.

### SYSTEMATIC WITHDRAWAL PLAN (SWP)

- This facility enables an investor to withdraw sums from their Unit accounts in the Scheme at periodic intervals through a one-time request. The withdrawals can be made as follows:

Particulars	Frequency			
	Monthly	Quarterly	Half-Yearly	Yearly
SWP Transaction Dates	Any date of every month (between 1st & 28th)	Any date of every Quarter (between 1st & 28th)	Any date of every half-year (between 1st & 28th)	Any date of every year (between 1st & 28th)
Minimum no. of installments and Minimum amount of installment	2 installments of Rs. 500/- each and in multiples of Re. 1/- thereafter	2 installments of Rs. 500/- each and in multiples of Re. 1/- thereafter	2 installments of Rs. 500/- each and in multiples of Re. 1/- thereafter	2 installments of Rs. 500/- each and in multiples of Re. 1/- thereafter

- The withdrawals will commence from the start date mentioned by the investor in the SWP Application Form. The Units will be redeemed at the Applicable NAV of the respective dates on which such withdrawals are sought.
- The request for enrollment / processing of SWP will only be on a Business Day at the applicable NAV.
- In case during the term of SWP processing date falls on a non-Business Day, then such request will be processed on the following Business Day's applicable NAV.
- The request for enrollment of SWP in the prescribed form should be received at any OPA / ISC at least 7 Business Days in advance before the execution / commencement date.
- In case the balance in the scheme goes below the SWP installment amount, then the SWP shall be processed for the available balance.
- In case of 3 consecutive SWP installment on account of NIL balance in the scheme, the SWP in the scheme shall be discontinued.
- The request for discontinuation of SWP shall be given in writing and should be received at any official point of acceptance / Investor Service Center at least 7 Business Days in advance before the execution / commencement date.
- A request for SWP will be treated as a request for Redemption from/Subscription into the respective Option(s)/Plan(s) of the Scheme(s) as opted by the Investor, at the applicable NAV.

**WhiteOak Capital Asset Management Limited. (Investment Manager for WhiteOak Capital Mutual Fund)**

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