

PMS STP REGISTRATION / CANCELLATION FORM

NJ ASSET MANAGEMENT PRIVATE LIMITED (Formerly known as NJ Advisory Services Private Limited)

Registered Office: Block No.901, 6Th Floor, 'B' Tower, Udhna Udyog Nagar Sangh Commercial Complex, Central Road No.10, Udhna, Surat – 394210, Gujarat

Corporate Office: Unit No. 101A, 1st Floor, Hallmark Business Plaza, Bandra (East), Mumbai – 400051, Maharashtra

(Please fill all the details in the form to avoid rejection)

For Office use only: Reference No.

Inward Date

PMS Account Details:

PMS Client Code:

First Name

Middle Name

Last Name

1st Holder Name

First Name

Middle Name

Last Name

2nd Holder Name

First Name

Middle Name

Last Name

3rd Holder Name

STP Registration / Cancellation Details:

STP Registration Request

STP Cancellation Request

Sr. No.	STP Out Investment Approach	STP IN Investment Approach <small>(STP In allowed only in existing Investment Approach where the Client has investment. STP request for investment in new Investment Approach shall be rejected)</small>	Frequency
1	Liquid Portfolio		Monthly
2	Liquid Portfolio		Monthly
3	Liquid Portfolio		Monthly
4	Liquid Portfolio		Monthly
5	Liquid Portfolio		Monthly

Approach	STP Amount (Rs.) <small>(Minimum Amount – Rs. 50000/- and in multiples of Rs. 1,000/-)</small>	STP Date	Not Required to be filled in case of STP Cancellation				STP End Month
			STP Start Month				
Approach 1		1st working day of the month	M	M	Y	Y	Till Balance
Approach 2		1st working day of the month	M	M	Y	Y	Till Balance
Approach 3		1st working day of the month	M	M	Y	Y	Till Balance
Approach 4		1st working day of the month	M	M	Y	Y	Till Balance
Approach 5		1st working day of the month	M	M	Y	Y	Till Balance

Declaration:

I/We agree to and understand the terms and conditions given overleaf. I/We understand the investment objectives of the Investment Approach(es) as mentioned above and have read and understood the Disclosure Document. I/We understand the Discretionary Portfolio Management Services Agreement entered with NJ Asset Management Private Limited shall continue to remain in force and shall be applicable to my/our investments in above mentioned "Investment Approach" as well. Further I/We confirm that I/We have read and understood the schedule of fees & charges, which shall be applicable to me/us hereafter with regard to my/our investment in the specified Investment Approach(es). I/We agree and confirm that the fees & charges charged by the Portfolio Manager for providing me/us the Portfolio Management Services with respect to the other Investment Approaches availed by me/us as per the PMS Fees & Charges (Schedule - C) signed by me/us from time to time shall continue to remain applicable.

Client Signature			
	1st Holder	2nd Holder	3rd Holder

STP SPECIFIC TERMS & CONDITIONS

1. These Terms and Conditions shall govern the Systematic Transfer Plan (STP) registration and cancellation with NJ Asset Management Private Limited ("Portfolio Manager"). Wherein a Systematic Transfer Plan shall mean the facility provided to the existing Client of the Portfolio Manager who has invested in the Liquid Investment Approach.
2. The STP will be registered pursuant to the details given in the PMS STP Registration/Cancellation Form ("STP Registration Form" or "Form"). An incomplete form or Form with incorrect information will be subject to rejection by the Portfolio Manager at its sole discretion.
3. Portfolio Manager reserves the right to reject any application without assigning any reason thereof.
4. Any correction / modification in the Form should be counter signed by the Client.
5. The Client submitting the STP Registration Form to the Portfolio Manager shall at all times abide by these Terms and Conditions.
6. Client can register for STP from the "Liquid" Investment Approach only & the option/plan of In and Out Investment Approach has to be same.
7. STP In Investment Approach can be only those where clients already have existing investments. STP investment in the new Investment Approach or new option/plan where the Client does not have investment shall be rejected.
8. In case the client wants to do STP in a new Investment Approach where the client is not an investor, the client needs to provide either Switch with STP registration request form or Additional Corpus Request Form for the new Investment Approach along with the STP Registration Form.
9. In case the client does not select either of the options for STP registration or STP cancellation, the default option will be considered as STP registration.
10. The STP In transaction will be processed on the STP installment date, however, in case the STP installment falls on non-business day, the immediate next business day would be taken as the date of STP installment.
11. STP shall commence from 1st working day of the immediate next month, if the request is received on or before 20th day of the month at Registered office of the Portfolio Manager. For eg. If the STP Registration Form is received on or before 20th January, STP will be registered and processed with a start date 1st February. However, if the Form is received after 20th January the same will be eligible for the first installment on 1st March.
12. STP will be processed till the balance amount in STP Out Investment Approach becomes NIL. Accordingly, the last installment amount may vary from the installment amount mentioned by the client in the application form. Moreover, the STP will be terminated after processing the last installment. To restart the STP, the client is required to provide a fresh STP Registration Form.
13. In case of the last installment of STP, the STP In transaction will be processed after deducting outstanding fees and charges.
14. In case the Client wants to cancel the existing STP, the Client can provide the name of STP In Investment Approach and amount in this Form for processing the cancellation. If there are multiple STPs found of the same combination, any one STP will be canceled.
15. If the STP cancellation request is received on or before 20th day of the month at Registered office of the Portfolio Manager, the STP will be canceled in the same month or if the request is received after 20th day of the month the STP will be canceled after processing of the installment of the next month. For eg. If the STP cancellation request is received on or before 20th January, STP will be canceled in the same month i.e. January and no future installment will be processed. If the form is received after 20th January, STP will be canceled after processing of STP installment dated 1st February.
16. The minimum amount criteria is applicable per STP. So, if a client submits 2 STP registration request in single Form, the minimum amount criteria will be applicable separately for each STP and not in total. For eg. If the minimum amount is Rs. 50,000 and client wish to register 2 STPs, client can submit single request Form mentioning 2 STPs details however the minimum amount criteria will be applicable per STP and minimum STP amount cannot be split between two STPs.
17. If multiple STPs are registered and the balance amount in the STP Out Investment Approach is not sufficient to process all the STP installments, the allocation to STP In Investment Approach will be made on random basis. For eg. If a client is having 2 STPs worth Rs. 50,000/- each and the value of STP Out Investment Approach on STP out transaction day is Rs. 75,000/- then any one STP In transaction will be processed with Rs. 50,000/- and the balance amount after deducting fees & charges will be invested in another Investment Approach.
18. The STP is a transfer facility offered by the Portfolio Manager, accordingly there will be two separate transactions of redemption and purchase from STP Out and STP In Investment Approach respectively. Hence, even if the out and in transactions are in the same mutual fund it will not be processed as a Switch transaction of Mutual fund but two separate redemption and purchase transactions will be processed.
19. The STP installment will be processed irrespective of whether the underlying asset is subject to exit fees /exit load or not.
20. The STP In transaction amount may vary from the installment amount and any residual balance will remain as cash balance of the client.
21. The redemption transaction from the STP Out Investment Approach will be processed in 3 to 5 working days prior to the STP installment date. The timeline to process redemption transactions may change so as to receive the funds prior to the STP installment day.
22. If the Transaction(s) are delayed / not processed due to any reason including delay / non realization of the funds to the Portfolio Manager from Exchange, then in no circumstances, the Portfolio Manager shall be held liable or responsible to Client or any third party, whatsoever.
23. If the transaction(s) are delayed / not processed due to any reason on the STP due date, no back dated impact will be given in any circumstances whatsoever.
24. The Portfolio Manager reserves all the rights to change these terms and conditions from time to time.
25. Any dispute shall be subject to jurisdiction of Courts at Surat only and shall be dealt in a manner provided in the PMS Agreement entered between the client and the Portfolio Manager.
26. All the terms and conditions of the respective Investment Approach as per the fee structure would be applicable.
27. Please refer the Disclosure Document, fee structure and product information for risk factors, charges and other information.

Client Signature			
	1st Holder	2nd Holder	3rd Holder