

Transmission is a process of transferring units from the account of the deceased holder/s to the claimants (remaining holder/s or Nominee/s or Legal Heir/s). Since each case of transmission may be different and come with its own unique requirements, to simplify the process of transmission and to make it easier to understand, it is broadly categorized into 6 scenarios. The documents and forms required for each scenario will be different. These 6 scenarios are given below, and the documents required for each of them are listed further down. Please refer to the section pertaining to your scenario and submit the duly filled form/s along with the necessary documents to our nearest branch or to our Registrar – CAMS which you can find through: <https://www.sbimf.com/en-us/locate-us>

TRANSMISSION SCENARIOS:

Sr. No	Scenario
1	Deletion of names of the deceased unit holders in case of death of 2nd and/or 3rd Holder.
2	Transmission of Units to surviving unit holder(s) in case of death of the 1st holder.
3	Transmission of Units to the registered Nominee/s in case of death of Sole or All unitholders.
4	Transmission of Units to the Claimant/s on death of Sole unitholder or All unitholders, where there is No Nominee is registered.
5	Change of Karta upon death of the Karta of Hindu Undivided Family (HUF).
6	Transmission of Units to the Claimant/s upon death of the Karta of HUF, where there is no surviving co- parcener or the HUF has been dissolved/partitioned after demise of the Karta.

The list the documents required for transmission under various situations is explained in the following paragraphs:

1. **Deletion of names of the deceased unit holders in case of death of 2nd and/or 3rd Holder:**
 - a. Request Form (Form T1) from surviving unitholder(s) requesting for Deletion of Name of Deceased 2nd and/or 3rd Holder.
 - b. Death Certificate in original or photocopy duly attested by a Notary Public or a Gazetted Officer.
 - c. Fresh Bank Mandate Form along with cancelled cheque of the new bank account (only if there is a change in existing bank mandate)
 - d. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
 - e. KYC Acknowledgment or KYC Form of the surviving unit holder(s), if not KYC compliant.
 - f. FATCA / CRS details of the surviving unit holder(s), if not provided.
2. **Transmission of Units to surviving unit holder(s) in case of death of the 1st holder:**
 - a. Transmission Request Form (Form T2) for Transmission of Units to the surviving unitholder/s.
 - b. Death Certificate of the deceased unitholder(s) in original or photocopy duly attested by a Notary Public or a Gazetted Officer.
 - c. Copy of PAN Card of the Surviving Joint Holder(s) (if PAN is not provided already).

- d. Cancelled cheque of the new first unitholder, with the claimant's name pre-printed or Recent Bank Statement/Passbook (not more than 3 months old) of the new first holder.
- e. KYC Acknowledgment or KYC Form of the surviving unit holder(s), if not KYC compliant.
- f. FATCA / CRS details of the surviving unit holder(s), if not provided.

3. Transmission of Units to the registered Nominee/s in case of death of Sole or All unitholders:

- a. Transmission Request Form (Form T3) for Transmission of Units in favour of the Nominee(s).
- b. Death Certificate of the deceased unitholder(s) in original or photocopy duly attested by a Notary Public or a Gazetted Officer.
- c. Copy of PAN Card of the Nominee(s) / Guardian (in case the Nominee is a minor)
- d. KYC Acknowledgment or KYC Form of the Nominee(s) / Guardian (where Nominee is a Minor).
- e. Cancelled cheque with the Nominee's name pre-printed or Copy of the Nominee's recent Bank Statement/Passbook (which is not more than 3 months old).
- f. Copy of the Birth certificate, in case the Nominee is a minor.
- g.
 - i. **If the transmission amount is upto ₹2 Lakh**, Nominee's signature attested by the Bank Manager as per Annexure-Ia. In case the Nominee is a Minor, signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested.
 - ii. **If the transmission amount is for more than ₹2 Lakh**, as an operational risk mitigation measure, signature of the Nominee shall be attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the Transmission Request Form itself below the signature of the claimant.
- h. FATCA/ CRS details of Nominee/s.

4. Transmission of Units to the Claimant/s on death of Sole unitholder or All unitholders, where there is No Nominee is registered:

- a. Transmission Request Form (Form T3) for Transmission of Units to the Claimant
- b. Death Certificate of the deceased unitholder(s) in original or photocopy duly attested by a Notary Public or a Gazette Officer.
- c. Copy of Birth Certificate in case the Claimant is a minor.
- d. Copy of PAN Card of the Claimant / Guardian (in case the Claimant is a minor).
- e. KYC Acknowledgment or KYC Form of the Claimant / Guardian (in case the Claimant is a Minor)
- f. Cancelled cheque with the claimant's name pre-printed or Copy of the Claimant's recent Bank Statement/Passbook (which is not more than 3 months old).
- g. FATCA/ CRS details of all the Claimant/s.

If the transmission amount is up to ₹2 Lakh –

- 1) Bank Attestation of signature of the claimant by the bank manager as per Annexure-Ia.
- 2) In case the claimant is a Minor, the signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested.
- 3) Any appropriate document evidencing relationship of the claimant/s with the deceased unitholder/s. (PAN card copy/ Passport / Aadhaar/ Ration card etc..)

- 4) Bond of Indemnity - as per Annexure-II → to be furnished by Legal Heirs for Transmission of Units.
- 5) Provided that in case the legal heir(s)/claimant(s) is submitting:
 - a) Succession Certificate or
 - b) Probate of Will or
 - c) Letter of Administration
- 6) In the above documents, wherein the claimant is named as a beneficiary, an affidavit as per Annexure-III from such claimant(s) should be submitted.
- 7) Individual Affidavits to be given by each legal heir as per Annexure-III
- 8) NOC from other Legal Heirs as per Annexure – IV, where applicable.

If the transmission amount is more than ₹2 Lakh –

- i. Signature of the Claimant duly attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the Transmission Request Form itself below the signature of the claimant.
- ii. In case the Claimant is a Minor, the signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested.
- iii. Individual Affidavits to be given each legal heir as per Annexure-III
- iv. Any one of the documents mentioned below:
 1. Notarised copy of Probated Will or
 2. Succession Certificate issued by a competent court or
 3. Letter of Administration or court decree, in case of Intestate Succession.

5. Change of Karta upon death of the Karta of Hindu Undivided Family (HUF):

If the case of a HUF, the property of the HUF is managed by the Karta and the HUF does not come to an end in the event of death of the Karta. In such a case, the members of the HUF will need to appoint a new Karta, who needs to submit following documents for transmission:

- a. Request Form (Form T4) for change of Karta upon demise of the registered Karta.
- b. Death Certificate of the deceased Karta in original or photocopy duly attested by a Notary Public or a Gazette Officer.
- c. Bank's letter certifying that the signature and details of new Karta have been updated in the bank account of the HUF & attest the Signature of the new Karta as per Annexure-1b.
- d. KYC Acknowledgment or KYC Form of the new Karta and the HUF, if not KYC compliant.
- e. FATCA / UBO declaration of the HUF.
- f. Indemnity Bond as per Annexure V signed by all surviving coparceners (Including new Karta)
- g. If the transmission amount is upto ₹2 Lakh, any appropriate document evidencing relationship of the new Karta and the other coparceners with the deceased Karta. (PAN card copy/ Passport / Aadhaar/ Ration card etc..)
- h. If the transmission amount is more than ₹2 Lakh, any one of the documents mentioned below:
 - i. Notarized copy of Settlement Deed, or
 - ii. Notarized copy of Deed of Partition, or
 - iii. Notarized copy of Decree of the relevant competent court.

6. **Transmission of Units to the Claimant/s upon death of the Karta of HUF, where there is no surviving co-parcener or the HUF has been dissolved/partitioned after demise of the Karta:**

- a. Transmission Request Form (Form T5) for Transmission of Units to the Claimant.
- b. Death Certificate of the deceased Karta in original or photocopy duly attested by a Notary Public or a Gazette Officer.
- c. Copy of Birth Certificate in case the Claimant is a minor.
- d. Copy of PAN Card of the Claimant(s) / Guardian (in case the Claimant is a minor)
- e. KYC Acknowledgment or KYC Form of the Claimant(s) / Guardian (in case the Claimant is a Minor)
- f. FACTA / CRS details of the claimant/s.
- g. Cancelled cheque with the claimant's name pre-printed or Copy of the Claimant's recent Bank Statement/Passbook (which is not more than 3 months old).
- h. **a) If the transmission amount is upto ₹2 Lakh**, attestation of signature of the claimant by Bank Manager as per Annexure-Ia. In case the claimant is a Minor, the signature of the Guardian (as per the Minor's bank account / Minors joint account with the Guardian) shall be attested.
b) If the transmission amount is for more than ₹2 Lakh, signature of the claimant shall be attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the Transmission Request Form itself below the signature of the claimant.
- i. Bond of Indemnity to be furnished by the Claimant as per Annexure-VI.
- j. If the HUF has been dissolved/partitioned by the surviving members after demise of the Karta, the transmission of units should be effected only on the basis of any of the following documents:
 - i. Notarized copy of Settlement Deed or
 - ii. Notarized copy of Deed of Partition or
 - iii. Notarized copy of Decree of the relevant competent Court.