

**Transmission to claimant/s, where nominee is not registered, in case of death of Sole or All unit holders:**

Documents required to process the transmission of units are as follows:

1. Letter from the Claimant/s requesting transmission of units.
2. Original Death Certificate or Original attested copy of the death certificate.
3. Bank Account Details of the new first unit holder as per **Annexure I** along with attestation by a bank branch manager or cancelled cheque bearing the account details.
4. Copy of the PAN Card of the claimant duly attested by ARN Distributor / AMC Staff / Registrar Front Office Staff.
5. KYC acknowledgement letter of the claimants
6. Indemnity Bond [Rs 200 stamp paper-prescribed format as **Annexure – III** attached] against any other claims duly signed by all Legal Heirs & Claimant.
7. Affidavit (**Annexure IV**) in a non-judicial stamp paper to be made by each of the Legal Heirs individually confirming that there are no other Claimants.
8. If the transmission amount is below Rs. One Lakh: any appropriate document evidencing relationship of the claimant/s and legal heirs with the deceased unit holder/s.
9. If the transmission amount is Rs. One lakh or more: Any one of the documents mentioned below:
  - a. Notarised copy of probate will, or
  - b. Legal heir certificate or succession certificate or claimant's certificate issued by a competent court, or
  - c. Letter of administration, in case of Intestate Succession.
10. Where the units are to be transmitted to a claimant who is a minor, various documents like KYC, PAN, Bank details, indemnity should be given of the guardian of the nominee and original Attested copy of the Proof of Date of Birth if the Claimant is a minor.
11. Original Attested copy of the Proof of identity of the natural guardian in case of Claimant being a minor / of unsound mind.

The above mentioned documents can be submitted to the nearest TMF Investor Service office or sent to the registrars on the following addresses:

For all schemes except Tata Service Industries Fund and Tata Contra Fund: Computer Age Management Services Pvt Ltd., 148, OLD Mahabalipuram Road, OKKIYAM THURAIPAKKAM, Chennai - 600 097

For Tata Service Industries Fund and Tata Contra Fund:  
KARVY COMPUERHSARE PRIVATE LIMITED  
H.No.8-2-596, Avenue 4, Street No. 1, Banjara Hills, Hyderabad – 500034

On receipt of these documents, the sufficiency of the documents will be checked and incase there is any further documentation/ clarification required the same will be intimated to the claimants.

It shall be noted that only on receipt of the complete documentation, transmission request will be processed.