

**Karvy Fintech Private Limited.**

Karvy Selenium, Tower - B, Plot No 31 & 32,  
Financial district, Nanakramguda,  
Serilingampally Mandal,  
Hyderabad, Telangana 500032 .




Date: \_\_\_\_\_

Dear Sir/Madam

Sub: PAN based service request.

I am the holder of the PAN number \_\_\_\_\_ under the name \_\_\_\_\_

I/ we request you to change the following details on all my/our folios across all funds serviced by you, where I am the sole/ first holder.

Please add / change contact details as below: {Pls  the request updation} Email ID: \_\_\_\_\_ Mobile Number: +91 \_\_\_\_\_ Contact Number [Phone – Office] \_\_\_\_\_ Contact Number [Phone – Residence] \_\_\_\_\_

Please Update KYC status in all my folios.  
(Please enclose proof of KYC Verification)

I/We authorize Karvy to execute this request across the funds serviced by Karvy.

Signed by:

\_\_\_\_\_  
First Holder  
(The above PAN holder)

\_\_\_\_\_  
1st Joint Holder

\_\_\_\_\_  
2nd Joint Holder

**ACKNOWLEDGEMENT SLIP**

Received From \_\_\_\_\_ PAN: \_\_\_\_\_

Updation of  Mail id \_\_\_\_\_  KYC Status Mobile No: \_\_\_\_\_  Home/ Office Phone No.: \_\_\_\_\_

**Note:**

1. If the account for which you are requesting changes is a joint one, all the holders have to sign Unless it is mentioned in the account / investments as Either or survivor.
2. This form is valid and updating will carried out only if the first holder is same and PAN is registered and verified in those folios.
3. Confirmations would be sent to for each fund/folio separately once the request is processed.