APPLICATION FORM FOR CORPORATE SUBSCRIBER EMPLOYMENT AND SCHEME PREFERENCE CHANGE

(* Indicates Mandatory Field)

(To avoid mistake(s), please follow the accompanying instructions before filling up the form)

POP Registration No. [ ][ ][ ][ ][ ][ ][ ][ ]

Receipt No. [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Note: This form is to be used by a subscriber working for an organization registered under Corporate model of NPS for the opening up of a Tier I account

Sir/Madam,
I hereby request to change Employer details or Scheme preferences given below:

1. PRAN * [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

2. Name of Subscriber:
First Name *
Middle Name
Last Name

3. Phone No.
STD Code [ ][ ][ ][ ][ ]
Phone No. [ ][ ][ ][ ][ ][ ][ ][ ]

Section A – Change in Employment :

(Subscribers Employment Details to be filled and attested by corporate. All Details are Mandatory)

1. Date of Joining* [ ][ ][ ][ ][ ][ ][ ][ ]
D D M MY Y Y Y

2. Date of Retirement*: [ ][ ][ ][ ][ ][ ][ ][ ]
DDMM Y YY Y

3. Employee ID* : [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

4.Corporate Regd. No. allotted by CRA* [ ][ ][ ][ ][ ][ ][ ]

5. CBO No. allotted by CRA*: [ ][ ][ ][ ][ ][ ][ ]

Certified that the above declaration has been signed before me by _____
after he / she has read the entries / entries have been read over to him / her by me and got confirmed by him / her. Also certified that the date of birth and employment details is as per employee records available with the **Corporate.**

Signature of the Authorized Person
Designation of the Authorized Person : _____

Date : [ ][ ][ ][ ][ ][ ][ ][ ]
D D M M Y Y Y Y

Rubber Stamp of the Corporate

Name of the Corporate _____

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Section B: Change in scheme preference:

(Applicable, only if your corporate has given option to the subscriber to select the scheme details. Kindly Contact your Employer for further details)

(i). PFM Selection for Active and Auto Choice*:

PFM Name (in alphabetical order)	Please tick only one (Select only one PFM)
HDFC Pension Management Company Ltd.	☐
ICICI Prudential Pension Funds Management Company Limited	☐
Kotak Mahindra Pension Fund Limited	☐
LIC Pension Fund Limited	☐
Reliance Capital Pension Fund Limited	☐
SBI Pension Funds Private Limited	☐
UTI Retirement Solutions Limited	☐

(**Note:** Entering PFM name & PFM code is mandatory both in Active and Auto Choice. In case you do not indicate a choice of PFM, your application form shall be summarily rejected).

(ii). Investment Option

Active Choice ☐ **Auto Choice** ☐

(For details on Auto Choice, please refer to the PFRDA website www.pfrda.org.in)

Note:- 1. In case you do not indicate any investment option, your funds will be invested in Auto Choice

2. In case you have opted for Auto Choice, DO NOT fill up section (iii) below relating to Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment made as per Auto Choice.

(iii). Asset Allocation (to be filled up only in case you have selected the 'Active Choice' investment option)

Asset Class	E (Cannot exceed 50%)	C	G	Total
% share				100%

(Note:-The allocation across E, C and G asset classes must equal 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected).

Declaration & Authorization

I have read the disclaimer and understood that the above Scheme Preference requested through this form will be applicable to existing holdings in the subscriber account as well as to the prospective subscriptions and there may be gain/loss due to change in Net Asset Value (NAV) of the schemes.

I _____, the applicant, do hereby declare that the information provided above is true to the best of my knowledge & belief.

Date : ☐☐/☐☐/☐☐☐☐ (DD/MM/YYYY)

Signature/Thumb Impression* of Subscriber

Declaration under the Prevention of Money Laundering Act, 2002 I hereby declare that:

1. The contribution paid has been derived from legally declared and assessed sources of income.

2. I understand that the PFRDA/NPS Trust has the right to peruse my financial profile and also agree that the PFRDA/NPS Trust has the right to close the NPS account in case I am found guilty of violating the provisions of any Law, directly or indirectly, by any Competent Court of Law, having relation to the laws governing prevention of money laundering in the country.

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To be Filled by POP-SP

	Signature of Authorised Signatory
	Name :_____ Place : _____
	Designation : _____ Date : D D - M M - Y Y
POP/POP-SP Stamp	Department : _____

Acknowledgement to Subscriber: To be filled by POP

POP Registration Number:	
POP SP Registration Number:	
PRAN	
Subscriber Name :	
Date: / / & Time:	
Receipt No: (To be provided by POP/POP-SP)	

POP Transaction Charge:		
Service Tax	:	
Total Charge	:	

	Signature of Authorised Signatory	
POP/POP-SP Stamp	Name :_____	Place : _____
	Designation : _____	

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INSTRUCTIONS FOR FILLING THE FORM

a) Form to be filled legibly in **BLOCK LETTERS** and in **BLACK INK** only. Please fill the form in legible handwriting so as to avoid errors in your application processing. Please do not overwrite. Corrections should be made by cancelling and re-writing and such corrections should be counter-signed by the applicant.
b) Please note that PFM can be changed once in a financial year.
c) Each box, wherever provided, should contain only one character (alphabet/number/punctuation mark) leaving a blank box after each word.
d) The subscriber's thumb impression should be verified by the designated officer of the employer accepting the form.
e) Subscribers are advised to retain the acknowledgement slip signed / stamped by the employer where they submit the application.

Subscriber's Personal Details

Illustrative list of documents acceptable as proof of identity and address		
Sr. No.	**Proof of Identity (Copy of any one of the given below documents)**	**Proof of Address (Copy of any one of the given below documents)**
a	Passport issued by Government of India	Passport issued by Government of India
b	Ration card with photograph	Ration card with photograph and residential address
c	Bank Pass book or certificate with Photograph	Bank Pass book or certificate with photograph and residential address
d	Voters Identity card with photograph and residential address	Voters Identity card with photograph and residential address
e	Valid Driving license with photograph	Valid Driving license with photograph and residential address
f	PAN Card issued by Income tax department	Letter from any recognized public authority at the level of Gazetted officer like District Magistrate, Divisional commissioner, BDO, Tehsildar, Mandal Revenue Officer, Judicial Magistrate etc.
g	Certificate of identity with photograph signed by a Member of Parliament or Member of Legislative Assembly	Certificate of address with photograph signed by a Member of Parliament or Member of Legislative Assembly
h	Aadhar Card / letter issued by Unique Identification Authority of India	Aadhar Card / letter issued by Unique Identification Authority of India clearly showing the address
i	Job cards issued by NREGA duly signed by an officer of the State Government	Job cards issued by NREGA duly signed by an officer of the State Government
j	Photo Identity Card issued by Government, Defence, Paramilitary and Police Department's	Latest Electricity/water bill in the name of the Subscriber / Claimant and showing the address (less than 6 months old)
k	Ex-Service Man Card issued by Ministry of Defence to their employees	Latest Telephone bill in the name of the Subscriber / Claimant and showing the address (less than 6 months old)
l	Photo Credit card	Latest Property/house Tax receipt (not more than one year old)
		Existing valid registered lease agreement of the house on stamp paper (in case of rented/leased accommodation)
	NOTE : You are required to bring original documents & two self-attested photocopies(originals will be returned over-the-counter)	

Subscriber Scheme Preference and/or switch

Active choice

1. PFM selection is mandatory. The form shall be rejected if a PFM is not opted for.
2. Allocation under Equity (E) cannot exceed 50%
3. A subscriber opting for active choice may select the available asset classes ("E", "G", & "C").

However, the sum of percentage allocation across all the selected asset classes must equal 100. If the sum of percentage allocations is not equal to 100%, or the asset allocation table is left blank, the application shall be rejected.

Auto choice

4. A subscriber opting for Auto Choice must also select a PFM. The application shall be rejected if the subscriber does not indicate his/her choice of PFM.

5. In case of Auto Choice, DO NOT fill up section for Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment will be made as per Auto Choice.

In case both the investment option and the asset allocation are left blank, the subscriber's funds will be invested as per Auto Choice

GENERAL INFORMATION FOR SUBSCRIBERS

a) For any further clarification please refer to the PFRDA website **www.pfrda.org.in** or call on our toll free no. **1800110708**
b) The Subscriber can obtain the status of his/her application from the CRA website or through the respective employer.
c) For more information please, visit us at http://www.npscra.nsdl.co.in, or e-mail us at **info.cra@nsdl.co.in**

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