

**LOAD AND BROKERAGE STRUCTURE FOR LUMP SUM & SIP/STP INVESTMENTS  
(01<sup>st</sup> OCTOBER 2019 – 31<sup>st</sup> DECEMBER 2019)**

Product	Exit Load Structure	Trail Day 1 (onwards)	Additional Trail Fee for 1st Year - B-30 ONLY (PERIOD: 01 OCTOBER TO 31 OCTOBER '19)
<b>EQUITY FUNDS</b>			
Canara Robeco Equity Diversified Fund	1.00% if redeemed within 1 year	1.25%	1.50%
Canara Robeco Blue Chip Equity Fund	1.00% if redeemed within 1 year	1.30%	1.50%
Canara Robeco Infrastructure	1.00% if redeemed within 1 year	1.30%	1.50%
Canara Robeco Emerging Equities	1.00% if redeemed within 1 year	1.15%	1.50%
Canara Robeco Equity Hybrid Fund	For any redemption / switch out upto 10% of units within 1 Year from the date of allotment - Nil. For any redemption / switch out more than 10% of units within 1 Year from the date of allotment - 1%.	1.30%	1.50%
Canara Robeco Consumer Trends Fund	1.00% if redeemed within 1 year	1.35%	1.50%
Canara Robeco Equity Tax Saver Fund	3 year lock in	1.40%	1.50%
Canara Robeco Small Cap Fund	1.00% if redeemed within 1 year	1.50%	0.00%
<b>DEBT FUNDS</b>			
Canara Robeco Income Fund	1.00% if redeemed within 1 year	1.10%	0.00%
Canara Robeco Conservative Hybrid Fund	For any redemption / switch out upto 10% of units within 1 Year from the date of allotment - Nil. For any redemption / switch out more than 10% of units within 1 Year from the date of allotment - 1%.	1.40%	0.75%
Canara Robeco Short Duration Fund	Nil	0.75%	0.00%
Canara Robeco Dynamic Bond Fund	0.50% if redeemed within 6 months	1.10%	0.00%
Canara Robeco Corporate Bond Fund	For any redemption / switch out upto 10% of units within 1 Year from the date of allotment - Nil. For any redemption / switch out more than 10% of units within 1 Year from the date of allotment - 1%.	0.75%	0.00%
Canara Robeco Gold Savings Fund	2.00% if redeemed within 1 year	0.15%	0.00%
Canara Robeco Gilt Fund	Nil	0.70%	0.00%
Canara Robeco Savings Fund	NIL	0.30%	0.00%
<b>MONEY MARKET FUNDS</b>			
Canara Robeco Ultra Short Term Fund	Nil	0.55%	0.00%
Canara Robeco Liquid Fund	Nil	0.02%	0.00%
Canara Robeco Overnight Fund	Nil	0.05%	0.00%

**Subject to changes in exit load to be effective prospectively**

1) Additional Trail Fee payable for B-30 locations subject to FULL clawback In case the investment is redeemed/switched out/STP Out within ONE YEAR OR within the exit load period whichever is later.

**PLEASE REFER TO SERIAL NO. 3A & 3B OF TERMS & CONDITIONS FOR DETAILS ON THE CLAWBACK CLAUSES**

**Brokerage Structure is inclusive of all Taxes.**

**Brokerage payable on Switches:**

"For switch out from one Equity / Equity Hybrid Fund / Debt Schemes to another Equity / Equity Hybrid Fund / Debt Schemes, applicable exit load shall be charged and hence the applicable brokerage rates are payable in switch in schemes."

• **SIP/STP Brokerage: The brokerage structure given for SIP/STP transaction is as per SIP/STP Trade Date**

**Terms and Conditions – Brokerage Structure 01<sup>st</sup> October 2019 to 31<sup>st</sup> December 2019****1. General:**

- **Brokerage payment will be made through DC/NEFT only.** For distributors whose complete bank mandates are **NOT** available, please furnish the bank mandate along with a cancelled cheque or a copy of cheque at the earliest for Direct Credit / NEFT transfer of brokerages. We encourage you to opt for the Direct Credit/NEFT mode of payment so that you receive your brokerage faster & more efficiently. If correct or complete bank details are not furnished, in such a scenario brokerage payout will be released annually in the month of March every year and the threshold limit will be Rs.50/- for payment in Physical Mode (Pay order/DD) annually. Brokerage Statement shall also be sent by email only.
- The brokerage structure mentioned herein is solely payable to AMFI certified distributors. This brokerage structure applicable only to Empaneled distributors of Canara Robeco Mutual Fund.
- The annualized (trail) brokerage will be computed on the outstanding Average AUM and paid monthly.
- Canara Robeco Mutual Fund reserves the right to change, withdraw and / or amend, the above mentioned terms and conditions without any prior notice.
- Canara Robeco Mutual Fund reserves the right not to pay trail or whatsoever commission on any transaction / application, at its sole discretion.
- Canara Robeco Mutual Fund reserves the right to change the brokerage structure at any time. This modified structure will be applicable for future mobilizations from the effective date, which will be intimated to you.
- The commission structure mentioned above is subject to prevailing regulations and guidelines.
- Please refer to the latest applicable Exit load and Scheme related documents of the respective schemes.
- For switch out from one Equity / Equity Hybrid Fund /Debt Schemes to another Equity / Equity Hybrid Fund /Debt Schemes, applicable exit load shall be charged and hence the applicable brokerage rates are payable in switch in schemes.
- For payment of special/additional/campaign/annual tie up incentives, if any, the inflows in New Fund Offers during the year or financial year shall not be considered.
- **Brokerage Structure is inclusive of all Taxes.**
- **SIP/STP Brokerage: The brokerage structure given for SIP/STP transaction is as per SIP/STP Trade Date**
- "Central Distributor Services" became operational w.e.f Jan 15, 2013. Static distributor details like: Change of Address/Self Declaration/Renewal/Contact details must be submitted to AMFI Unit of CAMS or CAMS Service Centre and not to individual AMCs/R&TAs.

**2. T-30-& B-30 Locations: Please refer AMFI Website for updated T-30 Cities. With effect from 15<sup>th</sup> April, 2019, for the purpose of payment of B30 addl trail fee for year 1, an amount upto Rs.2 lakhs- per transaction, per day and per scheme by individual investors shall be considered as inflows from 'retail investor'.**

**3. Recovery/Clawback on Brokerage Paid:**

- A. For Additional Trail Brokerage Structure paid in B-30 Only :** The Additional Trail Brokerage for B-30, that is applicable for investments Beyond T- 30 Cities ONLY is subject to **Full Recovery** of the additional Trail brokerage and it will be done in case the investor redeems, switches out to any other schemes or the Direct Plan, before the completion of **ONE YEAR or the EXIT LOAD period whichever is later** from the date of investment.
- B.** In case the Brokerage payable to the Distributor is insufficient to recover the Clawback amount, an intimation will be sent to the Distributor asking him to refund the money to the AMC. In case the Distributor does not pay the money within 1 month from the date of the receipt of the notice, the AMC will approach AMFI for the resolution of the same.

**4. KYC Norms:**

- With effect from 1st January 2012, KYC is mandatory for ALL investors (including existing investors/joint holders and MICRO SIP investors) who wish to make fresh / additional investments in Mutual Funds, irrespective of the amount of investment.
- As per new KYC norms applicable from 1<sup>st</sup> January, 2012, the distributors (ARN holder) who are KYD compliant are authorised to conduct KYC (In-Person Verification on new KYC Form) only of their "own clients".
- The distributors, who are KYD compliant, would be responsible for any acts and omissions, by their KYD compliant sub - distributors, in conducting KYC of their clients (i.e. the clients of the sub-distributors).
- With effect from 1<sup>st</sup> April, 2011, Investors / Guardian investing on behalf of minor has to provide additional documents.
- With effect from 1<sup>st</sup> February, 2017, CKYC is mandatory for ALL new investors (individual) who are required to complete KYC.

## 5. Suspension of Payment of Commission:

- *Please note:* As per AMFI Circular No. 35P/ MEM-COR/ 13/ 10-11 August 27, 2010 on Know Your Distributor (KYD) norms, existing distributors are required to comply with the KYD requirement by March 31, 2011. The payment of commission/ incentive payable in respect of business canvassed from April 1, 2011, by the distributors who have not complied with KYD will be withheld. The commission shall be released only after confirming the compliance of KYD requirements by such distributors.

As per AMFI guidelines, we are required to suspend the payment of commission to the ARN holders whose validity is expired and not renewed as per AMFI stipulated timelines. Effective 01<sup>st</sup> January, 2012 on non-renewal of ARN, it would attract the following:

- Trail commission accrued till the date of expiry of ARN will be released in the next payment cycle.
- The payment of all Trail commission accrued after the date of expiry of ARN, will be suspended from the date of expiry of the ARN.
- Any business done after the expiry of ARN and before renewal of ARN will be treated as invalid business and no Trail is payable on such business.
- If the ARN is renewed within six months from the date of expiry of ARN, then the suspended Trail commission will be released.
- If the ARN is renewed after six months from the date of expiry of ARN, then suspended Trail commission, as mentioned above, will not be paid and the same will be forfeited/ written off.
- Trail commission on business done after the renewal of the ARN can be released.
- The above new norms are applicable for the ARNs which are renewed after 1<sup>st</sup> January, 2012.

### **Advisory to Mutual Fund Distributors from whom the annual DSC is PENDING for the past years**

Time limit for submission of annual DSC: Effective from the year ended March 31, 2019 onwards, each mutual fund agent/distributor shall submit an annual "Declaration of Self-Certification"(DSC) in the prescribed format within 3 months after the end of each Financial Year, i.e. by June 30, failing which, payment of all accrued commission shall be withheld by the AMCs, till the time the DSC IS SUBMITTED. Further, a grace period of 6 months from June 30 (being the due date for submission of annual DSC), i.e., up to Dec. 31 shall be allowed for submission of the DSC. If the annual DSC is not submitted by Dec 31, the commission withheld for non-submission of DSC shall stand forfeited.

## 6. Guidelines on Implementation of Employee Unique Identification Number (EUIIN):

Employee Unique Identification Number (EUIIN) is being allotted and maintained by AMFI unit of CAMS.

Necessary communication has been sent by AMFI to all the distributors.

- **Clarification AMFI Best Practice Guidelines Circular No. 46/ 2014-15 – Deferment of forfeiture of brokerage due to EUIIN non-compliance**
  - I. Forfeiture of brokerage due to EUIIN non-compliance:** Provisions of forfeiture of brokerage will be applicable to transactions on or after April 1, 2014.  
For transactions upto March 31, 2014, AMCs may release brokerage to distributors who fulfill the EUIIN compliance requirements, albeit after the remediation period applicable to the transactions.  
**Remediation period for EUIIN :**The remediation period of 30 days from the date of transaction will be applicable for transactions after June 30, 2014 as well.
  - II. Requirement of EUIIN or declaration is implemented from 1st June, 2013, if any application is submitted without mentioning EUIIN or declaration till 31/03/2014, brokerage on such applications is to be kept on hold and the same can be released immediately after completion of EUIIN remediation. As per revised guidelines even for transactions done prior to 1<sup>st</sup> April 2014, EUIIN remediation is to be completed by 20<sup>th</sup> Aug, 2019 failing which; the withheld commission shall be forfeited. However, for the transactions done on or after 01st April, 2014, if the applications are submitted without mentioning EUIIN or declaration, in such cases, EUIIN remediation is to be completed within 30 days period, failing which the withheld brokerage shall be reversed and brokerage payable on such cases shall be forfeited.**
- EUIIN is applicable to Sales Persons of Corporate Distributors (Non-Individual ARN Holders) only. EUIIN is also applicable for IFAs and Special Cadre Distributors.
  - Individual or Sole Proprietorship ARN Holders are required to intimate AMFI-unit of CAMS in case they employ any Sales Person for selling mutual fund products so that EUIIN could be allotted to them.
  - EUIIN is a unique number allotted to each Sales Person holding a valid NISM certificate and associated with an ARN holder.
  - Distributors need to inform AMFI-unit of CAMS in case of any changes in the Sales Persons from time to time.
  - **Provision made in the application/Transaction Forms for affixing EUIIN and the same is uploaded on Canara Robeco website.**
  - EUIIN capturing is implemented effective 07 Jan, 2013.
  - **All the distributors are advised to use new application/transaction forms.**
  - EUIIN is required to be mentioned in respect of Purchases, Switches, SIP / STP Registrations.

**7. Implementation of Know Your Customer (“KYC”) requirements from effective date.**

(A) Non-individual Investors shall mandatorily provide Ultimate Beneficial Ownership (“UBO”)\* details at the time of creation of new folio/account.

\*Pursuant to SEBI Circular No. CIR/ISD/AML/3/2010 dated December 31, 2010 UBO means the natural person or persons who ultimately own, control or influence a client and/or persons on whose behalf a transaction is being conducted, and includes those persons who exercise ultimate effective control over a legal person or arrangement.

(B) Investors should mandatorily provide additional KYC information such as Income details, occupation, Net worth etc. as mentioned in the “Application Form” at the time of creation of new folio/account. The Application Form(s) are available at the Investor Service Centres and on the website of the Canara Robeco Mutual Fund ([www.canararobeco.com](http://www.canararobeco.com)).

(C) For “KYC- on Hold” cases, investors need to submit missing information or update pending KYC related information with the Fund/Registrar and Transfer Agent/KYC Registration Agency to enable the Fund/AMC to process valid purchase/additional purchase/switch transactions request in the Schemes of the Fund received on or after the Effective Date. However, the investors enrolled under Systematic Investment Plan (“SIP”), Systematic Transfer Plan (“STP”), Dividend Transfer Plan Facility (“DTP”) etc. registered till Oct 31,15 will be continued to be processed. The said clause is applicable for both new as well as existing investors.

**EFFECTIVE FROM 1st JANUARY 2016:**

(A) For existing non-individual investors it shall be mandatory to update the beneficiary ownership details in order to continue to make additional subscriptions (including switches) in their existing folios/accounts. (B) For existing investors it shall be mandatory to provide/update additional KYC details (not furnished

to KRAs) as prescribed in “Application Form”. (C) For existing investors it shall be mandatory to provide the missing information, and complete IPV in order to continue to make additional subscriptions (including switches) in their existing folios.

**8. Implementation of Foreign Account Tax Compliance Act (“FATCA”) and Common Reporting Standards**

**(“CRS”) requirements:** Pursuant to applicable provisions of Income Tax Act read with the Rules made there under, SEBI circular dated August 25, 2015 and the Best practice circular issued by AMFI, all investors are required to ensure that: (A) Effective from November 01, 2015, Investors shall be required to mandatorily furnish the details

and declarations as per the FATCA/CRS provisions for all new folios/account. (B) For all new folios/accounts opened from July 01, 14 to 31Oct,2015 and certain pre-existing folios/accounts satisfying the criteria specified in the applicable regulations/guidelines, the investors need to submit the details and declarations as per the FATCA/CRS provisions on or before Dec 31, 15.

The AMC reserves the right to reject the application in case the applicant/investor fails to submit information and/or documentation as mentioned above.

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