

Please find enclosed the process for scanned based New Investment / Fresh Applications for

**AIF – HIGH CONVICTION FUND SERIES 1.**

1. This facility is available only for Resident Clients
2. Only KYC Compliant clients can utilise this facility.
3. All client details (as per old process) will continue to remain mandatorily filled & signed by the client. FATCA, UBO details have to be given by the investors as a part of mandatory requirement; currently there is no relaxation by law. Entire Contribution Agreement & KYC docs also as per requirement will have to be signed by the client.
  - [https://www.iiflwealth.com/content/Application\\_form\\_HIGH\\_CONVICTION\\_FUND.PDF](https://www.iiflwealth.com/content/Application_form_HIGH_CONVICTION_FUND.PDF)
4. Scanned Copy of Application Form / Contribution Agreement / PPM Acknowledgement Page / Term-sheet along with all documents should be received from client's registered email id (email id which is mentioned in the form) or if client has emailed to his RM, then from the Channel Partner RM's email with cc to client's registered email id.
5. Scan copy has to be clear & precise & all the required pages have to be scanned. Docs shall be emailed to the service team.
6. Date should not be mentioned anywhere on the form.
7. Payments will be accepted only through electronic means i.e. RTGS / NEFT / Fund Transfers. Copy should be attached along with the scanned images of the contribution agreement / application forms.

Bank Name	HDFC Bank Ltd
Account No	57500000411700
Customer Name	HIGH CONVICTION FUND – SERIES 1
IFSC Code	HDFC0000060

8. Bank Statements reflecting the debit transaction against the investments along with debit account and account type should be submitted along with the scanned images. If the same is not available, along with a bank statement, a cancelled cheque copy of the debit account should be submitted for Third Party Validation.
9. Call back has to be done from a recorded line by & details as mentioned in the fresh application form have to be confirmed on the call –Upon successful completion of the verification call and positive confirmation from RDA; CAMS will initiate a new folio creation process.
10. In case of any discrepancy in the agreement / form submitted will be communicated to the sales/central team. Only after discrepancy resolution the allotment will be done.
11. Once the situation normalizes, within 7 days, respective Sales / Central Team will ensure that the original signed contribution agreement / fresh application form is collected from the clients and deposited at IIFL AMC local office.

12. If the original documents are not submitted within a week after normalization then IIFL AMC AIF Funds will immediately freeze the investors folio and CP fee will be withheld.

13. Folios under Freeze will not receive communications from AMC including fund income distributions (if any).

14. Considering the COVID-19 situation, TATs for New Applications will be delayed and allotments communications will be triggered with a lag.