



# Complete your KYC for mutual funds online in 9 simple steps

You certainly have a dream destination on your mind. And most likely the place is international. Of course, money is the most important thing that you need to travel to a different country but to actually board your flight, you need a boarding pass.

You can think of KYC or Know Your Customer as a boarding pass and mutual funds as the vehicle to reach your financial destination. Just as you can't get on a plane without a boarding pass, you can't invest in mutual funds without completing your KYC.

Unlike boarding passes, you don't need a new KYC for every investment. KYC is a one-time mandatory process for investing in mutual funds. You submit your identity proof among other things to help the fund house establish your identity. This may seem like a formality but indeed it helps you avoid falling prey to online frauds.

Yes, that's how important KYC for mutual funds is.

Are you a new investor wanting to leverage mutual funds for your financial planning? Follow these simple steps to complete your KYC online.

## **Step 1: PAN card check**

Visit the website of the asset management company, click on 'new investor', and enter your PAN. When you see the 'KYC details not found' window, enter your basic details such as your full name, email id, phone number, etc. You will then get a list of documents required for becoming KYC-compliant.

## **Step 2: Identity verification**

Upload your PAN Card and check if the details captured through Optical Character Recognition are correct. If not, rectify them manually.

## **Step 3: Address verification**

Upload your address proof such as your passport, voter ID card or driving licence. Check the details and rectify if need be. You can even change your communication address, if you want to, by uploading a supporting address proof.

#### **Step 4: Bank verification**

Upload the scanned copy of your cancelled cheque. Once you give your consent, the asset management company will transfer a certain amount to your bank account. Enter the amount transferred to you for completing bank verification.

#### **Step 5: Updating personal details + declarations**

Add your personal details such as your gender, marital status, etc. Next, fill the declaration form for FATCA, CRS and related person details.

#### **Step 6: Signature verification**

Upload your signature and confirm if it is the copy of your hand signature and if you give your consent for linking it with your email id as well as using it as your digital signature.

#### **Step 7: Photo verification**

Click on start. Within 5 seconds, your device will turn on the camera mode. You might have to give permission for the camera to start. Once done, click your selfie.

#### **Step 8: Video verification**

Again, click on start, look into the camera holding your PAN card and read the digits given on the screen within the given time limit.

#### **Step 9: Signing the contract**

Complete the contract by signing. You can either reuse your uploaded signature or create a new signature. Preview the contract and sign the document again.

Your KYC application will then be submitted. Once your application is successfully processed, you will be notified about being KYC-compliant within 15 working days with your KYC number.

Done! You can now invest in mutual funds and move towards your dreams.

An investor education initiative by Edelweiss Mutual Fund

All Mutual Fund Investors have to go through a onetime KYC process. Investor should deal only with Registered Mutual Fund (RMF).

For more info on KYC, RMF and procedure to lodge/redress any complaints, visit - <https://www.edelweissmf.com/kyc-norms>

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**