

**COMMON - INTERMEDIARY CHANGE REQUEST FORM**




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

<b>Part A – Client Name:</b> _____	<b>PMS Account Code:</b> _____
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<b>Part B- Intermediary Details: (To be Filled if New Intermediary mapping is requested to Distributor only)</b>			
Name of New Distributor		NISM 21A RM Name	
NISM 21A RM Email id		NISM 21A RM Contact no	
New Service RM 1 Name		New Service RM 1 email address	
New Service RM 2 Name		New Service RM 2 email address	

<b>Part C - Undertaking Cum Declarations</b>
I/We understand, as a result of Distributor Change Request, Marcellus will need to compute the fees due and recover the same before executing the my/our request.
I/We understand that except for the above recovery, my/our billing cycle will continue to remain as the Financial Year ending on March 31 <sup>st</sup> or the account activation anniversary date, as the case may be.

<b>Part D – Important Notes:</b>
<ol style="list-style-type: none"> <li>1. In case of fee structure &amp; rate change. Please submit a separate fee change form in addition to this form.</li> <li>2. As per the distribution agreement executed with the distributor, Marcellus will communicate such receipt request to the old distributor before executing the change request. Incase of no response from old distributor on such communication within T+7 days (T being the date of email send to old distributor)</li> <li>3. The TAT to execute such request is T+10 working days. Please note that Distributor change request cannot be affected on the 1<sup>st</sup> or the last day of the month.</li> <li>4. Client signature should be same as registered in the Marcellus records or as per the Account Opening Documents.</li> <li>5. In case of any incomplete information provided on Intermediary Change request form the said request will be under discrepancy until complete information is received from the client.</li> </ol>

Name: <i>First Applicant</i>	Name: <i>Second Applicant</i>	Name: <i>Third Applicant</i>
  Sign:	  Sign:	  Sign:

Incase of entity is Non individual (i.e, Company,Trust,Partnership,HUF or LLP) seal of the entity is required along with ASL signature.