

## Letter for update of PAN in Mutual Fund Folio

Date: \_\_\_/\_\_\_/20\_\_\_

To  
\_\_\_\_\_ Mutual Fund

Dear Sir,

**Sub:** Update of PAN in folios

**Ref:** PAN – \_\_\_\_\_

I/we have invested in your mutual fund schemes in the below given folios in single/joint mode. I/we have observed that my/our PAN and KYC status are not updated in one or more folios. A self-attested copy of PAN is **attached** herewith for your reference. Kindly update the PAN for **all schemes** in the below-given folios and acknowledge. *If the PAN is already present in your records and if it is different from the PAN in the self-attested copy attached herewith, please correct the PAN in your records, as appearing in the Subject above and attached copy.*

Folio 1: _____ (all schemes)	Single/Joint Holding?	No. of Holders: _____
Folio 2: _____ (all schemes)	Single/Joint Holding?	No. of Holders: _____
Folio 3: _____ (all schemes)	Single/Joint Holding?	No. of Holders: _____
Folio 4: _____ (all schemes)	Single/Joint Holding?	No. of Holders: _____
Folio 5: _____ (all schemes)	Single/Joint Holding?	No. of Holders: _____

Also update our contact details in these folios, as given below.

Mobile: +91 \_\_\_\_\_ Email: \_\_\_\_\_

Yours truly,

\_\_\_\_\_  
First Holder/Guardian Signature

\_\_\_\_\_  
Second Holder Signature

\_\_\_\_\_  
Third Holder Signature

\_\_\_\_\_  
1. First Holder Name

\_\_\_\_\_  
2. Second Holder Name

\_\_\_\_\_  
3. Third Holder Name