

### **1. What is Source Folio Number?**

A source folio is the folio/s that the Investor needs to mention in the form which needs to be consolidated to the target folio. This source folio will be non-operational post consolidation.

### **2. What is Target Folio Number?**

The target folio is the folio that the Investor needs to mention in the form to which all the other folios need to be consolidated and that will be registered as one single folio post consolidation and future reference for all further Investments.

### **3. What are the conditions/criteria for consolidating a folio?**

For consolidation of folios, need to ensure uniformity in the following details in all the folios (i.e source folio and target folio).

- PAN Number of all holders
- All Holders' names with same order of names in all folios
- Tax Status of the Investor
- Mode of holding in all the folios (i.e Single, Joint or either or survivor)
- Mode of Investment (all Non-demat folios only)

Also for matching of the data as per criteria, the data as per the target folio will be considered as base data.

### **4. What if one of the folios does not meet the criteria?**

If any of the folio/s does not meet the criteria, the remaining folios meeting the required criteria (as per the target folio) will be consolidated and the folio not meeting the required criteria will not be consolidated and the investor will be informed accordingly.

### **5. What if there is a SIP / STP / SWP running in my source folio?**

The source folios in which active SIP/STP/SWP is available will not be considered in the consolidation and the folios without running special products will be consolidated to the target folio. . No problem if there is an active SIP/STP/SWP in the target folio.

### **6. What if there is a difference in bank mandate, contact, nomination details etc in the source folio and target folio ?**

Even though if there is a difference in the bank mandate, contact details, nomination etc the consolidation request shall be processed and the details registered in the target folio will be considered.

**7. What is the turnaround time for consolidation of folios?**

The turnaround time for consolidation of folios is T + 10 working days i.e the consolidation of folios shall be processed within 10 working days from the date of receipt of request.

**8. After consolidation of folios, what if I mention the source folio in my request for any transaction?**

After processing of a consolidation request, if an investor mentions one of his source folios in any of his transactions, the said request will be rejected. Hence if the investor wants to make a transaction in future (after consolidation), he needs to mention the consolidated target folio number for any further transactions.

**Notes:**

- Folios under Stop/Freeze cannot be consolidated
- All holders should sign irrespective of mode of holding.
- An investor can mention up to 10 source folios for consolidation request
- In case there is no nominee in the target folio nominee declaration or registration is mandatory (for single mode of holding folios).
- Folios once consolidated cannot be separated.
- After successful processing of the request, communication will be sent on the registered contact details of the target folio.
- For matching of the data as per requirement, the data as per the target folio will be considered