

Annexure B

Format for Quarterly Report to Clients

Account Statement for Quarter ended _____

Email ID: _____

Tel Number: _____

Name of Distributor: _____

A. Account Overview:

Particulars	
Name of the Client	
PAN	
Address	
Email	
Phone number	
Unique Client Code	
Account Activation date	
Type of Portfolio Management Service	
Investment approach for the account	
Benchmark for the investment approach	
Amount managed under the Investment Approach	

Notes:

- (i) If multiple investment approaches are used for management of the client account, separate reports may be used for each such Investment Approach.
- (ii) Details of joint holder, if applicable, needs to be provided.
- (iii) In case of Clients coming from Direct plan, provide input as "Direct Plan" under head Name of Distributor.
- (iv) For any request for change of facts as appearing above, kindly get in touch with [Email ID] or [Phone Number].

B. Portfolio Details:

Portfolio Allocation			
Type of Security	Purchase Value	Market Value (as on quarter end)	Assets Under Management
	(in INR)	(in INR)	(%)
Equity			
Plain Debt			
Structured Debt			
Equity Derivatives			
Commodity Derivatives			

Portfolio Allocation			
Type of Security	Purchase Value	Market Value (as on quarter end)	Assets Under Management
	(in INR)	(in INR)	(%)
Goods			
Mutual Funds			
Cash and equivalent			
Other Assets			
Total			

Portfolio Summary	
Particulars	(in INR)
Portfolio Value at the beginning of quarter	
Portfolio Value at the end of quarter	
For the quarter	
1. Capital Inflow	
2. Capital Outflow	
3. Interest Income	
4. Dividend Income	
5. Other Income	
6. Management Fee	
7. Performance Fee	
8. Expenses at actuals	
9. Other expenses	
10. Realized Gain/ Loss	
11. Unrealized Gain/ Loss	
Commission paid to Distributor	
Brokerage paid	

C. Performance of Portfolio

Performance report for Client Portfolio and Investment Approach (%)					
Particulars	1 Year	3 Years	5 Years	10 Years	Since Inception
Returns of Client Portfolio					
Aggregate Returns of Investment Approach					
Benchmark Performance					

[Disclaimer: Performance data for Portfolio Manager and Investment Approach provided hereunder is not verified by any regulatory authority]

D. Transaction Details:

(i) Capital Contribution (from inception till end of reporting period)

Date	Capital Inflow	Capital Outflow
Total		

(ii) Investments (during the reporting period)

Security Name	Transaction Date	Buy / Sell	Quantity	Gross Rate	Net Rate	Net Transaction Value

(iii) Holding Report as of end of quarter

Security Name	Quantity	Average Cost	Market Rate	Total Cost	Market Value	% to Portfolio
Equity A: B:						
Debt A: B:						
Mutual Funds A: B:						
Commodities A: B:						
Other Assets						
Cash & Cash Equivalent						
Total						

E. Other Important Information

1. With regard to client portfolio, deviations from investment approach, if any
2. With regard to debt securities, details of any delay in coupon payments, if any
3. With regard to debt securities, details of default, if any
4. With regard to portfolio allocation in equity and commodity derivatives, details of funds and securities held as collateral, if any.
5. Details of Other assets outstanding to be received in Clients account for more than 3 months from the due date

Nature of Asset	Outstanding amount (In Rs.)
a. Coupon Payments	
b. Dividends	
c. Others	
Total	

6. Any other important information.