

**Note on  
EUIIN Implementation and FAQs**

As per the requirements of SEBI circular no CIR/IMD/DF/21/2012 dated September 13, 2012, AMFI has started issuing unique identity number [called Employee Unique Identification Number (EUIIN)] of the employee / relationship manager / sales person of the distributor interacting with the investor for the sale of mutual fund products, in addition to the AMFI Registration Number (ARN) of the distributor.

The application form for mutual fund schemes shall have a provision for disclosing the EUIIN of such sales personnel along with the ARN of the distributor.

As per the AMFI guidelines, EUIIN is allotted to an individual ARN holder [IFAs] as an advisor will also be allotted EUIIN, since all sales personnel should be identified. IFAs also need to specify EUIIN in the application form along with his/her ARN code.

EUIIN will not be applicable for overseas distributors who comply with the requirements as per AMFI circular CIR/ ARN-14/12-13 dated July 13, 2012.

**Applicable transactions:**

1. Purchases, Switches, Registrations of SIP / STP / Flex STP / DTP .
2. Not Applicable on triggered transactions under SIP / STP / Flex STP / DTP, Dividend Reinvestments, Bonus Units, SWP Registration,
3. Also not applicable on Redemption / SWP /SIP / STP registration made prior to EUIIN effective date as EUIIN was not applicable at the time of Registration.

**FAQ :**

Q: I am a corporate employee and holding valid Corporate Employee ARN card quoting ARN of my employer. Whether I need to surrender my ARN card and request for the issue of EUIIN card.

AMFI will issue EUIIN for Corporate employees based on the existing records. However, to get EUIIN card duly affixed with your photo, you need to surrender your existing ARN card and submit new photo to AMFI.

Q: Is there any charge for issuance of EUIIN card?

AMFI will issue the EUIIN card in lieu of the ARN card free of cost for the first time. For issuance of duplicate EUIIN card, applicable fees have to be paid to AMFI along with relevant application.

Q: My ARN card is due for renewal. What is the procedure?

You need to download the ARN renewal Form for Individual / Corporate Employee ARN holders from AMFI site and duly fill the same. Duly filled forms to be submitted to AMFI / CAMS POS along with the fees mentioned in the AMFI website.

Q: Is EUIIN validity linked to the main ARN holder's expiry? Whether it will carry ARN of my employer?

No, your EUIIN validity is not linked to your employer's ARN validity and both has different validity. Further, your EUIIN card will not carry ARN of your employer however; your EUIIN is mapped to ARN of your employer.

Q: What is the procedure for renewal of EUIIN?

You need to download the relevant form from AMFI site and duly fill the same. Duly filled forms to be submitted to AMFI / CAMS POS along with the applicable fees mentioned in the AMFI website.

Q: I am holding valid EUIN card mapped to ARN employer. Now I wish to change my employer who is also another corporate distributor. What is the procedure for change?

You have to download the relevant form from AMFI website and complete the form. Duly filled form should be submitted to AMFI / CAMS POS along with Copy of EUIN card, Relieving letter from the present employer, duly signed certificate from the newly mapped ARN holder as per the form, Copy of the employment letter of new employer. There is no fee for change in mapping of ARN during the validity of EUIN.

Q: I am holding valid EUIN card. Now I want to register myself as an IFA. What is the procedure?

You need to surrender the original EUIN card to AMFI / CAMS POS for cancellation of EUIN card. Parallely, you need to apply for the allotment of Individual ARN by submitting the relevant application form along with the requisite documents and fee for issuance of separate ARN to you. The application form may be downloaded from AMFI website.

Q: I am holding Individual ARN and no other employee have been employed by me. EUIN will be issued for me also?

Yes, AMFI has issued EUIN for all the Individual and Senior citizen ARN holders and has communicated the same to them. The same needs to be quoted in the application / transaction slip along with your ARN. As and when your ARN is renewed, both ARN and EUIN card will be issued. If no employee has been employed by IFA distributor then he/she/they need to submit the relevant declaration to AMFI.