



# Mandate Registration Form for SIP (Form for NACH)

IDBI Asset Management Ltd.

CIN: U65100MH2010PLC199319

Registered Office: IDBI Tower, WTC Complex, Cuffe parade Colaba, Mumbai - 400 005.

Form No.

Corporate Office: 5th Floor, Mafatal Centre, Nariman Point, Mumbai - 400 021.

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Name & ARN Code	Sub Distributor ARN	Internal code for sub Agent / Branch Code	EUIN*	Bank Serial No. / Bank Stamp / Receipt Date

Upfront commission shall be paid directly by the investor to the AMFI registered Distributors based on the investors' assessment of various factors including the service rendered by the distributor. In case purchase/subscription amount is Rs. 10,000/- or more and the investor's Distributor has opted to receive "Transaction Charges" the same are deductible as applicable from the purchase/subscription amount and payable to the distributor. Units will issued against the balance amount invested.

\*I/We hereby confirm that the EUIN box has been intentionally left blank by me/us as this transaction is executed without any interaction or advice by the employee/relationship manager/sales person of the above distributor/sub broker or notwithstanding the advice of in-appropriateness, if any, provided by the employee/relationship manager/sales person of the distributor/sub broker.

Signatures	First / Sole Applicant / Guardian	Second Applicant	Third Applicant
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### 1. Investor and Investment details. Please ✓ wherever applicable.

Sole / First Investor Name (as appearing in ID proof) [Grid]

PAN No. [Grid] Folio No. (For Existing Investor) [Grid]

Scheme Name: \_\_\_\_\_

Plan:  Regular  Direct

Option:  Growth  Dividend

Sub-option / Frequency of Dividend: \_\_\_\_\_

Mode of dividend:  Payout  Re-investment  Sweep

Sweep: To Scheme \_\_\_\_\_ Plan \_\_\_\_\_ Option \_\_\_\_\_

### 2. Systematic Investment Plan (SIP).

Each SIP Amount (Rs.) \_\_\_\_\_ Frequency:  Daily (only for IDBI Ultra Short Term Fund)^  Monthly /  Quarterly

SIP Frequency Date:  1st /  5th /  10th /  15th /  20th /  25th of the month (1st month of the quarter for quarterly frequency)

From [DDMMYY] To [DDMMYY] or No. of installments \_\_\_\_\_ or  perpetual.

^ The minimum investment per day is Rs. 500/- for a minimum of 30 installments continuously for all business days.

### 3. Particulars of bank account

Accountholder Name as in Bank Account [Grid]

Bank Name [Grid] Branch [Grid]

City [Grid] PIN code [Grid]

Account Type  Savings  Current  SB NRE  SB NRO  FCNR Account No. [Grid]

9 Digit MICR Code [Grid] (Please enter the 9 digit number that appears after your cheque number)

I/We hereby, declare that the particulars given above are correct and express my willingness to make payments referred above through participation in ECS/Auto Debit. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/We would not hold IDBI Mutual Fund responsible. I/We will also inform IDBI Mutual Fund about any changes in my bank account. I/We have read and agreed to the terms and conditions mentioned overleaf.

This is to inform that I/We have registered for the RBI's Electronic Clearing Service (Debit Clearing) / Auto Debit Facility and that my payment towards my investment in IDBI Mutual Fund shall be made from my/our below mentioned bank account with your bank. I/We authorize IDBI Mutual Fund/Service Providers of IDBI Mutual Fund carrying this ECS/Auto Debit to account mandate Form to get it verified and executed.

First Account Holder's Signature

Second Account Holder's Signature

Third Account Holder's Signature

A005228



UMRN <sup>1</sup> [Grid] Date <sup>2</sup> [DDMMYY]

Tick(✓) Sponsor Bank Code <sup>3</sup> [Y E S B A 0 0 5 2 2 8] Utility Code <sup>4</sup> [Grid]

I/We hereby authorize <sup>5</sup> IDBI Mutual Fund to debit (tick✓) <sup>6</sup>  SB / CA / EE / SB-NRE / SB-NRO / Other

Bank A/c Number <sup>8</sup> [Grid]

With Bank <sup>9</sup> [Grid] Name of customers bank IFSC <sup>10</sup> [Grid] or MICR <sup>11</sup> [Grid]

an amount of Rupees <sup>12</sup> [Grid] ₹ <sup>13</sup> [Grid]

<sup>14</sup> FREQUENCY  Mthly  Qtly  H-Yrly  Yrly  As & When presented <sup>15</sup> DEBIT TYPE  Fixed Amount  Maximum Amount

Reference-1 <sup>16</sup> [Grid] Mobile <sup>18</sup> [Grid]

Reference-2 <sup>17</sup> [Grid] E-Mail ID <sup>19</sup> [Grid]

I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the bank.

<sup>20</sup> PERIOD  
From [Grid]  
To [Grid]  
Or  Until Cancelled

<sup>21</sup> Signature of the account holder [Grid] Signature of the account holder [Grid] Signature of the account holder [Grid]

<sup>22</sup> Name of the account holder [Grid] Name of the account holder [Grid] Name of the account holder [Grid]

This is to confirm that the declaration has been carefully read, understood & made by me / us. I am authorizing the User entity / Corporate to debit my account, based on the instructions as agreed and signed by me. I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / corporate or the bank where I have authorized debit.

MANDATE INSTRUCTION FORM - (Refer instruction over leaf before (filling))

## General Guidelines

This mandate registration form will be submitted through National Automated Clearing House (NACH).

1. This facility is offered to investors having Bank accounts in select banks mentioned in the link <http://www.npci.org.in/>. The Banks in the list may be modified/updated/changed/removed at any time in future entirely at the discretion of National Payments Corporation of India without assigning any reasons or prior notice. Standing instructions for investors in such Banks will be discontinued. We will inform you on such discontinuation.
2. Investor/Unitholder(s) should mandatorily provide their **mobile number and email id** on the mandate form. Where the mobile number and email id mentioned on the mandate form differs from the ones as already existing in the folio, the details provided on the mandate will be updated in the folio. All future communication whatsoever would be, thereafter, sent to the updated mobile number and email id.
3. Investor/Unitholder(s) should submit original Cancelled Cheque (or a copy) along with mandate form with name and account number pre-printed of the bank account to be registered or bank account verification letter for registration of the mandate failing which registration may not be accepted. The Unitholder(s) cheque/bank account details are subject to third party verification.
4. IDBI Mutual Fund will not liable for any transaction failures due to rejection by the investors bank/branch.
5. The investor agrees to abide by the terms and conditions of NACH facility of NPCI.
6. Investor will not hold IDBI Mutual Fund and its service providers responsible if the transaction is delayed or not effected by the Investor's Bank or if debited in advance or after the specific date due to various reasons or for any bank charges debited by his banker in his account towards NACH Registration/Cancellation/Rejections.
7. IDBI Mutual Fund reserves the right to reverse allotments in case the Auto debit is rejected by the bank for any reason whatsoever.
8. IDBI Mutual Fund shall not be responsible and liable for any damages/compensation for any loss, damage etc., incurred by the investor. The investor assumes the entire risk of using the Auto Debit facility of NACH and takes full responsibility for the same.
9. IDBI Mutual Fund/IDBI MF Trustee Co. Ltd./IDBI Asset Management Ltd. reserves the right to discontinue or modify this facility at any time in future on a prospective basis. This right also includes the right to discontinue this facility in case Direct Debit through NACH routes are rejected by the investor's bank for any reasons.
10. IDBI Mutual Fund reserves the right to reject any application without assigning any reason thereof.
11. This facility cancellation can be done separately by submitting the request atleast 15 Business days in advance; however the associated NACH mandate can be retained for future investments.
12. For intimating the change in bank particulars, please use separate form to modify transaction limit or add/remove banks from the NACH facility. Also fill-up all the relevant details as applicable.
13. Requests for any changes/cancellation in the NACH Bank Mandate request should be submitted atleast 15 Business days in advance.
14. Investors are required to ensure adequate funds in their bank account on the date of investment transaction. IDBIMF will endeavor to debit the investor bank account on the date of investment transaction, however if there is any delay all such transactions are debited subsequently IDBIMF or its authorized banker or agent will initiate the Auto Debit form registrations/debit transactions.
15. Investments made through Auto Debit mode are subject to realization of funds from investor bank accounts and the NAV guidelines will be applicable for the transactions which are connected with realization of funds.
16. The payment towards investment can happen only from the bank account of 1<sup>st</sup> holder and therefore the 1<sup>st</sup> holder need to be one of the holder in the bank account.
17. The transactions are liable to rejection incase Investor has Multiple Auto Debit Mandate at folio level and Bank Name & Account not mentioned in the request form.
18. IDBI Mutual Fund/Sponsor Bank/NPCI are not liable for the bank charges, if any debited from investor's bank account by the destination bank, on account of payment through NACH.
19. For further details of the Scheme features like minimum amounts, risk factors etc, investors should, before investment, refer to the Scheme Information Document(s), Key Information Memorandum and Addenda issued available free of cost at any of the Investor Service Centers or distributors or from the website [www.idbimutual.co.in](http://www.idbimutual.co.in)

## I. SIP and MICRO SIP:

1. Unitholders can opt to invest SIP on monthly or quarterly frequency on the following dates - 1<sup>st</sup>, 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup> and 25<sup>th</sup> of each month/first month of the quarter. In case the day specified is a non Business Day, the transaction will be effected on the next Business Day. In case the SIP frequency is not specified in NACH form, it will be deemed as an application for monthly SIP frequency and will be processed accordingly. In case the SIP date is not specified or in case of ambiguity, the SIP transaction will be processed as of 15<sup>th</sup> of every month/first month of the every quarter. In case the end date is not specified, the Fund would continue the SIP till it receives termination notice from the investor.
2. Please refer the "Minimum Application/Number of units" mentioned in the KIM under the section "Applicable to all schemes" for minimum subscription amount and frequency.
3. Please submit the NACH mandate registration form not less than 15 business days before the first installment date. Such of the forms that are received within the period of 15 business days before the 1<sup>st</sup> installment date, will be considered from the date of following month/quarter, as per the date (1<sup>st</sup>, 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup> and 25<sup>th</sup>) opted by investor.
4. If investor is having an account in other than the above mentioned banks then fill normal SIP auto debit form.
5. Unitholder has a right to discontinue the SIP facility at any time by sending written request to any Official Points of Acceptance, at least 15 calendar days prior to the next debit. On receipt of such request, the SIP enrollment will be terminated.
6. In case any payment instruction for SIP installment is dishonored by the Bankers for the reason of account of investor is closed, the AMC would discontinue the SIP immediately and reserves the right to redeem the outstanding units at applicable NAV related prices if total investment is below Rs.5,000/- or 500 units in the Scheme(s).
7. The AMC reserves the right to discontinue the SIP enrollment in case payment instruction on submitted by Unitholder is not honored by Banker on 3 (three) consecutive occasions and reserves the right to redeem the outstanding units at applicable NAV related prices if total investment is below Rs.5,000/- or 500 units.
8. The facility will be automatically terminated upon receipt of intimation of death of the Unitholder.
9. Each SIP installment will be treated as a fresh transaction and shall be subject to applicable exit load structure prevailing on the date of each investment.

## Additional for MICRO Systematic Investment Plans (MICRO SIPs)

As per SEBI guidelines, Lumpsum and SIP investments in mutual funds upto Rs. 50,000 per year, per investor, per mutual fund shall be exempted from the requirement of PAN subject to other operational guidelines. Any investment, lumpsum or through Systematic Investment Plans (SIPs) by investors, where aggregate of investments/installments in a rolling 12 months period, does not exceed Rs. 50,000/- per investor will be treated as Micro investments for the above purpose. Micro investments will be accepted subject to PAN exemption in KYC process. This exemption will be applicable ONLY to investments by individuals (not NRI & PIOs), Minors and Sole proprietary firms. HUFs and other categories will not be eligible for Micro Investments. The exemption is applicable to joint holders also. In case under MICRO SIP, the first SIP Instalment is processed (as the cheque may be banked), and the application is found to be defective, the Micro SIP registration will cease for future instalments. No refund to be made for the units already allotted. However redemptions will be allowed based on the submission of normal prescribed Redemption Transaction Slip. Investors may submit any one of the PHOTO IDENTIFICATION documents (please refer paragraph titled PAN under the General instructions) along with KYC form and proof of address (self attested). No separate address proof is required if Photo ID with address mentioned on it is submitted. The photo identification documents have to be current and valid and also to be either self attested or attested by ARN holder (AMFI Registered Distributor). All the applicants including second and third applicant (if any) is mandated to submit any of the above documents.

**Systematic Investment Plan for Corporate Employees:** In this case, the concerned employer is required to forward to the AMC the Scheme application cum SIP registration mandate form of the corporate employee who desires to invest in the Scheme. The application amount for the corporate employees would also be forwarded by the employer on specific request from the concerned employee. The concerned employee has to authorize the employer to deduct the application amount from his salary and remit the same to the Fund at regular intervals to ensure receipt of funds by the AMC on or before the next due date.

All other terms and conditions applicable to regular SIP investment shall be applicable for Micro SIP also. Please refer the general guidelines for more details on KYC, Particulars of Bank Account payment mode etc.

## Instructions to fill Mandate:

1. UMRN - To be left blank.
2. Date in DD/MM/YYYY format
3. Sponsor Bank IFSC / MICR code, left padded with zeroes where necessary. (Maximum length - 11 Alpha Numeric Characters).
4. Utility Code: Unique code of the entity to whom mandate is being given - To be provided by the entity.
5. Name of the entity to whom the mandate is being given.
6. Account type - SB / CA / EE / SB-NRE / SB-NRO / OTHER
7. Tick - Select your appropriate Action
  - a. Create - For New Mandate
  - b. Modify - For Changes / Amendment on existing Mandate
  - c. Cancel - For cancelling the existing registered Mandate
8. Your Bank Account Number for debiting the amount.
9. Name of your bank and branch.
10. Your Bank branch IFSC code OR
11. Your Bank branch MICR code
12. Amount in words.
13. Amount in figures.
14. Frequency at which the debit should happen.
15. Whether the amount is fixed or variable.
16. Reference - 1: Any details requested by the entity to whom the mandate is being given.
17. Reference - 2: Any details requested by the entity to whom the mandate is being given.
18. Your phone number.
19. Your email-id.
20. Period for which the debit mandate is valid
  - a. Start date
  - b. End date
  - c. Or until cancelled
21. Signatures of the account holder.
22. Name of the account holder.