

Application Form for change in bank account details
Please read documentation requirement & terms and conditions overleaf
Please fill in the information below legibly in English and in CAPITALS.

To DD MM YYYY	
HDFC Mutual Fund I / We wish to change the bank details in my / our folio as mentioned below.	
A. UNIT HOLDER INFORMATION	
Folio No. /	
Sole / First Unit Holder	
Scheme / Plan / Option	100
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B. APPLICABILITY OF THE CHANGE IN BANK DETAILS	
(a) This change is permanent for the above mentioned folio	
☐ (b) This change is permanent for the Scheme in this folio	
Important: If not ticked, Option (a) will be deemed as default instruction	
C. NEW BANK DETAILS	
Account No. (As appearing in your latest cheque book / pass book / bank account statement)	100
Account Type [Please tick (✔)] SAVINGS CURRENT NRE NRO FCNR Others Please specify	_
Name of the Bank	
Branch	88
MICR Code (9 digit number appearing next to the Cheque No.) IFSC Code	
(11 Character code appearing on your cheque leaf, if you do not find this on y cheque leaf, please check for the same with your B	
D. DOCUMENTS SUBMITTED HEREWITH (PLEASE READ SECTION ON 'PROCEDURE REQUIRED FOR CHANGE IN BANK DETAILS' OVERLEAF)	
For the bank account currently registered with HDFC Mutual Fund (any one of the following):	Ī
☐ A cancelled original cheque leaf *	
☐ Photocopy of bank passbook or bank account statement ☐ Photocopy of bank passbook or bank account statement	
☐ Letter from the bank	
* Account number and name of the first unit holder should be printed on the face of the cheque	
E. PREFERRED MODE FOR RECEIVING REDEMPTION / DIVIDEND, IF ANY	
Unitholders will receive redemption/ dividend proceeds directly into their bank account via Direct credit / NEFT / ECS facility.	
I/We want to receive the redemption / dividend proceeds (if any) by way of a cheque / demand draft instead of direct credit / credit through NEFT system / credit through ECS into my / our bank account [[Please tick ()]	1
Note: The charges, if any, levied by the unit holder's bank for receiving payments (i.e. dividend / redemption proceeds) through NEFT and crediting the unitholder's account, will be borne by the unit holder.	,
E. NEW CONTACT DETAILS	
FAX]
]
A On providing amail id, investors shall mandate the receive software angular spect or an abridged summary thereof account statements / statutory and other documents by amail]
^On providing email-id, investors shall mandatorily receive scheme wise annual report or an abridged summary thereof account statements / statutory and other documents by email. G. UNIT HOLDER(S) SIGNATURE(S)	
I/We hereby declare that particulars given above are correct and express my willingness to receive credit of Dividend / Redemption proceeds through the mode indicated above. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/we would not hold HDFC Mutual Fund HDFC Asset Management Company Limited, its registrars and other service providers responsible. I/we will also inform HDFC Mutual Fund / HDFC Asset Management Company Limited about any changes in my/our bank account.	1/
SIGNATURE(S) (To be signed by ALL UNIT HOLDERS if mode of holding is 'Joint')	
Y Y	

PROCEDURE REQUIRED FOR CHANGE IN BANK DETAILS

In case a 'Change of Bank Mandate Form' is submitted, the following procedure needs to be adhered to:

- 1. Unit holders will be required to submit the duly filled in Change of Bank Mandate Form along with a cancelled original cheque leaf of the new bank account as well as the bank account currently registered with the Mutual Fund (where the account number and first unit holder name is printed on the face of the cheque). Unit holders should without fail cancel the cheque and write 'Cancelled' on the face of it to prevent any possible misuse.
- 2. Where such name is not printed on the original cheque, the Unit holder may submit a letter from the bank on its letterhead certifying that the Unit holder maintains/ maintained an account with the bank, the bank account information like bank account number, bank branch, account type, the MICR code of the branch & IFSC Code (where available).
- 3. In case of non-availability of any of these documents, a self attested copy of the bank pass book or a statement of bank account with current entries not older than 3 months having the name and address of the first unit holder and account number.

Note: The above documents shall be submitted in Original. If copies are furnished, the same must be submitted at the ISCs where they will be verified with the original documents to the satisfaction of the Fund. The originals documents will be returned across the counter to the Unit holder after due verification. In case the original of any document is not produced for verification, then the copies should be attested by the bank manager with his / her full signature, name, employee code, bank seal and contact number.

In the event of a request for change in bank account information being invalid / incomplete / not satisfactory in respect of signature mismatch/document insufficiency/ not meeting any requirements more specifically as indicated in clauses 1-3 above, the request for such change will not be processed. Redemptions / dividend payments, if any, will be processed and the last registered bank account information will be used for such payments to Unit holders.

Unit holders may note that it is desirable to submit their requests for change in bank details at least 7 days prior to date of redemption / dividend payment, if any and ensure that the request for change in bank mandate has been processed before submitting the redemption request. If change in bank mandate has not been processed, payment will be made in the existing bank account registered in the folio. Further, in the event of a request for redemption of units being received within seven days of change in bank account details, the normal processing time as specified in the Scheme Information Document, may not necessarily apply, however it shall be within the regulatory limits. Any unregistered bank account or a new bank account mentioned by the Unit holder along with the redemption request may not be considered for payment of redemption /dividend proceeds.