S SYSTEMATIC
W WITHDRAWAL
A ADVANTAGE
P PLAN

HDFC MUTUAL FUND
BHAROSA APNO KA

Enrolment Form

(Please refer Product labeling available on page 57 & 58 and terms and conditions overleaf)

KEY PARTNER / AGENT INFORMATION (Investors applying under Direct Plan must mention "Direct" in ARN column.)

ARN/RIA Code/Stock Broker/ Portfolio Manager Registration Number (PMRN)	ARN/RIA/Stock Broker/ Portfolio Manager's Name	Sub Agent's ARN	Bank Branch Code	Internal Code for Sub-Agent/ Employee	Employee Unique Identification Number (EUIN)
ARN-					

FOR OFFICE USE ONLY (TIME STAMP)

EUIN Declaration (only where EUIN box is left blank)
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.

Sign Here	Sign Here	Sign Here
First/Sole Unit holder / Guardian	Second Unit holder	Third Unit holder

Date : D D M M Y Y Y Y

I / We hereby declare and confirm that I/we have read and agree to abide by the terms and conditions of the scheme related documents and the terms and conditions mentioned overleaf of Systematic Withdrawal Advantage Pan (SWAP) and of the relevant Scheme(s) and hereby apply to the Trustees for enrolment under the SWAP of the following Scheme(s)/ Plan(s)/ Options(s). **The ARN holder (AMFI registered Distributor) has disclosed to me/us all the commissions (in the form of trail commission or any other mode), payable to him/them for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to me/us.**

Please (✓) any one. In the absence of indication of the option the form is liable to be rejected.

☐ **New Registration:** For enrolment under SWAP facility	☐ **Change in withdrawal amount:** For Change in withdrawal amount under SWAP facility	☐ **Cancellation:** For cancellation of SWAP facility

FOLIO NO. OF EXISTING UNIT HOLDER / APPLICATION NO. (New Investor)

1) UNIT HOLDER INFORMATION

First / Sole Unit holder		PAN# or PEKRN# / KYC Number
Guardian (in case of First / Sole Unit holder is a minor)		PAN# or PEKRN# / KYC Number

2) SCHEME DETAILS (If the SWAP is to be registered from Direct Plan of the Scheme, please mention so clearly.)

SCHEME NAME #	
PLAN	
OPTION	

Please note that one SWAP Form must be used for one Scheme / Plan / Option only. Unit holder(s) need to fill in Separate SWAP Form for each Scheme / Plan / Option.

3) WITHDRAWAL DETAILS (Please ✓ choice of Plan)

☐ **Fixed Plan** (Refer item 8(ii) & (iii) overleaf)

◯ MONTHLY@ ◯ QUARTERLY ◯ HALF-YEARLY ◯ YEARLY (@ Default Frequency)

Rs. (in figures)

Rs. (in words)

☐ **Variable Plan** (Capital Appreciation, if any) (Refer item 9(ii) overleaf)
☐ **6%** ☐ **___%**

◯ QUARTERLY@
◯ HALF-YEARLY
◯ YEARLY
(@ Default Frequency)

4) ENROLMENT DETAILS (refer item 7, 8, 9 & 10 overleaf)

Commencement Date : M M Y Y Y Y
(Refer Item 8(v), 9(iii) & 10 overleaf)

Last Withdrawal Date : M M Y Y Y Y

Withdrawal Date
☐1st ☐2nd ☐3rd ☐4th ☐5th ☐6th ☐7th ☐8th ☐9th ☐10th ☐11th
☐12th ☐13th ☐14th ☐15th ☐16th ☐17th ☐18th ☐19th ☐20th ☐21st ☐22nd
☐23rd ☐24th ☐25th@ ☐26th ☐27th ☐28th ☐29th ☐30th ☐31st (@ Default Date)

5) PAYMENT OF SWAP PROCEEDS (refer item 14)

Redemption proceeds through SWAP will be credited to the default bank account registered in the Folio. If you wish to receive the redemption proceeds into any other bank account registered in the Folio, please mention the Bank Account No. and Name below:

ACCOUNT NO.

BANK NAME

(If the above mentioned bank details do not match with the registered bank account in your the Folio, proceeds will be credited to the default bank account registered in the Folio.)

6) SIGNATURES ^

First / Sole Unit holder / Guardian	Second Unit holder	Third Unit holder

^ ***Please note:*** *Signature(s) should be as it appears in the Folio/ on the Application Form and in the same order.*
In case the mode of holding is joint, all Unit holders are required to sign.

ACKNOWLEDGEMENT SLIP (To be filled in by the Unit holder)

HDFC MUTUAL FUND
Head Office : HDFC House, 2nd Floor, H.T. Parekh Marg,
165-166, Backbay Reclamation, Churchgate, Mumbai - 400 020.

Date :

ISC Stamp & Signature

Received from Mr. / Ms. / M/s. _____

a 'SWAP' application for redemption of Units of Scheme / Plan / Option _____

TERMS AND CONDITIONS FOR SWAP

1. Systematic Withdrawal Advantage Plan (SWAP) is available to investors all open ended schemes (including Direct Plan thereunder) except ETFs. The SWAP Facility is available only for units held / to be held in Non - demat Mode in the eligible Scheme(s).

   The above Scheme(s) are subject to change from time to time. Please contact the nearest Investor Service Centre (ISC) of HDFC Mutual Fund for updated list.

2. This enrolment form should be completed in **ENGLISH** and in **BLOCK LETTERS** only. Please tick in the appropriate box for relevant options wherever applicable. Please do not overwrite. For any correction / changes (if any) made on the application form, the sole/all applicants are requested to authenticate the same by canceling and re-writing the correct details and counter-signing the same. This enrolment form, complete in all respects, should be submitted at any of the Official Points of Acceptance of HDFC Mutual Fund. Incomplete enrolment form is liable to be rejected. **Redemption and related transaction(s) will not be allowed if PAN is not updated in the folios.**

3. Unitholders are advised to read the Scheme information Document of the respective Scheme(s) and Statement of Additional Information carefully.

4. New Investors who wish to enroll for SWAP are required to fill the SWAP enrolment form along with the Scheme Application Form. Existing unit holders should provide their Folio Number. Unitholders' details and mode of holding (single, jointly, anyone or survivor) will be as per the existing folio number details and would prevail over any conflicting information furnished in this form. Unitholders name should match with the details in the existing folio, failing which this application form is liable to be rejected.

5. **Unitholders must use separate 'SWAP' enrolment forms for different Schemes/Plans/Options.**

6. **In respect of amount withdrawn under SWAP, the Exit Load, if any, applicable to the Scheme/Plan as on the date of allotment of units in case of lumpsum investments and date of registration in case of units allotted under all Systematic Investment facilities i.e. all types of SIPs / STPs, shall be levied.**

7. Unit holder can avail of this facility by choosing any date of his/her preference as SWAP withdrawal date. In case the chosen date falls on a holiday or during a Book Closure period or on a date which is not available in a particular month, the immediate next Business Day will be deemed as the SWAP withdrawal date. In case no date is mentioned 25th will be considered as the Default Date. The amount withdrawn (subject to deduction of tax at source, if any) under SWAP by Redemption shall be converted into the specific Scheme / Plan Units at the NAV based prices as on the SWAP withdrawal date of month/quarter/ half-year/year, as applicable, and such Units will be subtracted from the Unit Balance of the Unit holders.

8. **Fixed Plan:**

   i. Fixed Plan is available for Growth and IDCW Option.

   ii. Fixed Plan is available for Monthly/ Quarterly /Half yearly / Yearly intervals. If the frequency is not mentioned Monthly Frequency will be considered as the default frequency.

   iii. Unitholders under the Fixed Plan can redeem (subject to completion of lock-in/ pledge period, if any), under each Scheme / Plan / Option as under:

   For all schemes except HDFC ELSS Tax saver, HDFC Liquid Fund and HDFC Overnight Fund - Rs. 100 and in multiples of Re.1 thereafter.

   For HDFC ELSS Tax saver, HDFC Liquid Fund and HDFC Overnight Fund - Rs. 500 and in multiples of Rs.100 thereafter.

   iv. The provision for 'Minimum Redemption Amount' specified in the respective Scheme Information Document will not be applicable for SWAP. e.g. the minimum redemption amount for HDFC MF Monthly Income Plan is Rs. 1,000. However, in case of SWAP, an investor may redeem his investments with the Scheme with minimum amount as specified in point no iii above.

   v. **Commencement date for Fixed Plan under SWAP is the date from which the first withdrawal will commence.**

   vi. The amount withdrawn under SWAP by Redemption shall be converted into the specific Scheme/Plan Units at the NAV based prices as on the SWAP withdrawal date and such Units will be subtracted from the Unit Balance of the Unitholders. In case these dates fall on a holiday or fall during a Book Closure period, the next Business Day will be considered for this purpose. If there is inadequate balance on the SWAP date, the SWAP will be processed for the balance units and SWAP will continue. If there is nil balance on the SWAP date, the SWAP will be automatically terminated and there will not be any further trigger.

   If you decide to opt for this facility, you should be aware that the withdrawals may take place from the principal amount invested.

   Example: If the Unitholder decides to withdraw Rs. 3,000 every quarter and the appreciation is Rs. 2,500, then such redemption proceeds will comprise of Rs. 2,500 from the capital appreciation and Rs. 500 from the Unitholder's capital amount.

9. **Variable Plan:**

   i. Variable Plan is available for Growth Option only.

   ii. Variable Plan is available for Quarterly/ Half Yearly / Yearly intervals only. If frequency of Plan is not indicated Quarterly will be the Default Frequency.

   iii. Commencement date for variable Plan under SWAP is the date from which capital appreciation, if any, will be calculated till the first SWAP withdrawal date. The capital appreciation, if any, will be calculated (subject to completion of lock-in/ pledge period, if any), from the commencement date of SWAP under the folio, till the first SWAP withdrawal date. Subsequent capital appreciation, if any, will be the capital appreciation* between the previous SWAP date** (where redemption has been processed and paid) and the next SWAP withdrawal date. Provided such capital appreciation is at least Rs. 300, on each withdrawal date. In case these dates fall on a holiday or fall during a Book Closure period, the next Business Day will be deemed as the SWAP withdrawal date. Capital appreciation, if any, in such cases will be calculated upto such deemed withdrawal date.

   * In case of redemption, capital appreciation will be computed on the balance units post redemption.

   ** Date of additional purchase to calculate capital appreciation of units additionally purchased between two SWAP dates.

   iv. Unitholders should note that in the event of there being no capital appreciation, no withdrawal / payment will be effected.

   Example: If the appreciation is Rs. 3,500 in the first quarter and Rs. 3,000 in the second quarter, the Unitholder will receive only the appreciation i.e. Rs. 3,500 in the first quarter and Rs. 3,000 in the second quarter.

   v. If there is nil balance on the SWAP date, the system will automatically cease the SWAP and there will not be any further trigger.

10. The Unitholder should submit the duly filled in SWAP Enrolment Form atleast 10 days before the first withdrawal date ^.

    ^ In case the SWAP start date as mentioned in the SWAP Enrolment Form above does not satisfy this condition, the first SWAP date shall be rolled over to begin from the immediately following Month /Quarter / Half Year / Year, as applicable.

11. Unitholders may change the amount of withdrawal, at any time by giving the ISC a written notice at least 10 days prior to the next withdrawal date. All details except the amount should match with existing registration.

12. SWAP facility may be terminated on receipt of a written notice from the Unitholder. Notice of such discontinuation should be received at least 10 days prior to the due date of the next withdrawal. SWAP will terminate automatically if all Units are liquidated or withdrawn from the folio or pledged or upon receipt of notification of death of the first named Unitholder.

13. The AMC at its sole discretion retains the right to close a folio if the outstanding balance, based on the Net Asset Value (NAV), falls below Rs. 500 due to Redemption or use of SWAP and the investor fails to invest sufficient funds to bring the value of the account upto Rs. 500 within 30 days after a written intimation in this regard is sent to the Unitholder.

14. **Bank Account for Payout:**

    In order to protect the interest of Unitholders from fraudulent encashment of redemption / IDCW payment cheques, SEBI has made it mandatory for investors to provide their bank details viz. name of bank, branch, address, account type and number, etc. to the Mutual Fund. **Unitholders should note that redemption / withdrawal proceeds under the SWAP will be paid by forwarding a cheque or by directly crediting the Bank Account registered in the Scheme or as indicated in Section 5 of this form (depending on the mode of receipt of redemption/ IDCW proceeds chosen by the unitholders & registered in the Scheme) on the date of each withdrawal.** In case the Unitholder wishes to receive the redemption amount in a bank account which is not registered in the folio, then it is mandatory to first register the bank account by filling in the Multiple Bank Account Registration Form. Upon receipt of confirmation of registration of bank details in the folio, the investor needs to submit the SWAP enrolment form with the required bank details mentioned under Section 5. For further details, please contact any of the Investor Service Centres or visit our website www.hdfcfund.com

15. Units of HDFC ELSS Tax saver cannot be redeemed / switched - out until completion of 3 years from the date of allotment of the respective units. Units of HDFC Children's Gift Fund and HDFC Retirement Savings Fund cannot be redeemed / switched - out till completion of lock-in period.

16. HDFC Mutual Fund / HDFC Asset Management Company Limited reserves the right to change / modify the terms and conditions of SWAP.