

To
HDFC Mutual Fund

**IMPORTANT: Please strike off the section(s) that is (are)
not used by you to avoid any unauthorized use.**

DATE DD MM YYYY

Please tick ANY ONE of the boxes below. In absence of indication of the option, the form is liable to be rejected.

<input type="checkbox"/> Substitution of bank account.	<input type="checkbox"/> Interchange of default bank account.
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A. UNITHOLDER INFORMATION

Folio Number : /

Sole / First Unitholder:

B. SUBSTITUTION OF BANK ACCOUNT

DETAILS OF THE BANK ACCOUNT CURRENTLY REGISTERED IN MY/OUR FOLIO

Name of the Bank :

Account number : MICR Code: (9 digit number appearing next to the cheque number)

Account Type [Please tick (✓)] Savings Current NRE NRO FCNR Others (Pl. specify) _____

Branch: Bank City:

IFSC Code: (11 Character code appearing on your cheque leaf. If you do not find this on your cheque leaf, please check for the same with your Bank)

NEW BANK ACCOUNT DETAILS

Name of the Bank :

Account number : MICR Code: (9 digit number appearing next to the cheque number)

Account Type [Please tick (✓)] Savings Current NRE NRO FCNR Others (Pl. specify) _____

Branch: Bank City:

IFSC Code: (11 Character code appearing on your cheque leaf. If you do not find this on your cheque leaf, please check for the same with your Bank)

C. INTERCHANGE OF DEFAULT BANK ACCOUNT WITH A BANK ACCOUNT ALREADY REGISTERED IN THE FOLIO

Please **interchange** the default bank account registered in my/our folio with the following bank account (already registered in the same folio).

Name of the Bank :

Account number : MICR Code: (9 digit number appearing next to the cheque number)

Account Type [Please tick (✓)] Savings Current NRE NRO FCNR Others (Pl. specify) _____

Branch: Bank City:

IFSC Code: (11 Character code appearing on your cheque leaf. If you do not find this on your cheque leaf, please check for the same with your Bank)

Note : No supporting documents should be submitted for interchanging bank accounts registered in the same folio.

D. PREFERRED MODE FOR RECEIVING REDEMPTION / DIVIDEND, IF ANY

Unitholders will receive their redemption / dividend (if any) proceeds directly into their bank account as furnished above vide Direct Credit / Electronic credit through National Electronic Funds Transfer (NEFT) system of Reserve Bank of India.

I / We want to receive the redemption / dividend (if any) proceeds by way of a Cheque / Demand Draft instead of direct credit / credit through NEFT system into my / our bank account [Please tick (✓)]

E. UNITHOLDER(S) SIGNATURE(S)

I / We have read and understood the terms and conditions given overleaf. I / We understand that my / our application form is liable to be rejected if it is not filled as per the directions provided herein and in case the correct and complete supporting documents are not provided by me / us.

I / We hereby declare that the particulars given above are correct and express my / our 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 / 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. HDFC Mutual Fund or HDFC Asset Management Company Limited shall not be held liable for any loss arising to the unitholder(s) due to the credit of the redemption proceeds into any of the bank accounts registered with us for the aforesaid folio.

SIGNATURE(S)

(To be signed by ALL UNITHOLDERS if the mode of holding is 'Joint')

DOCUMENTS REQUIRED

Any of the following documents are valid supporting documents for registration of a bank account:

- (1) A cancelled **original** cheque leaf (where the account number and first Unitholder name is printed on the face of the cheque). Unitholders should without fail cancel the cheque and write 'Cancelled' on the face of it to prevent any possible misuse.
- (2) A letter from the bank on its letterhead certifying that the Unitholder 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). The letter should be certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number.
- (3) A 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 account holder and account number. The copy should be certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number.
- (4) Unitholders may also bring a copy of any of the documents mentioned above along with the original documents to the ISCs/Official Points of Acceptance of HDFC Mutual Fund. The copy of such documents will be verified with the original documents to the satisfaction of HDFC Mutual Fund. The originals documents will be returned across the counter to the Unitholder 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.

IMPORTANT: For substitution of a bank account registered in the folio, the aforesaid supporting documents have to be submitted for:

1. The bank account already registered in the folio sought to be substituted
2. The new bank account

TERMS AND CONDITIONS

1. HDFC Mutual Fund offers a facility to individual investors for registering upto 5 bank accounts in a folio (10 for non-individual investors) for receiving redemption proceeds (hereinafter referred to as "the facility"). This application form has to be used for:
 - a. Substituting a bank account already registered in the folio.
 - b. Interchanging the "Default" bank account with another bank account already registered in the folio.
2. Unitholder(s) will be required to use multiple application forms to substitute more than 1 bank account already registered in the folio.
3. In case of folios that have availed for the facility, any change(s) in the registered bank accounts will be completed within 10 calendar days from the receipt of the application form for the same. The requests for change in the registered bank account(s) should be received on this application form only. Requests received on a plain paper are liable to be rejected.
4. A letter confirming the change(s) to multiple bank accounts registered will be dispatched within 2 weeks of the receipt of the application form. Unitholder(s) should preserve this letter for their reference since bank account details are masked (i.e. partially displayed) on the account statement.
5. In case of inability to process the request for substitution / interchange of multiple bank accounts, an intimation will be sent to Unitholder(s).
6. The facility of receiving direct credit of redemption / dividend proceeds into the account is available with Royal Bank of Scotland N.V., Axis Bank Ltd., Citibank N.A., Deutsche Bank AG, HDFC Bank Limited, The Hongkong and Shanghai Banking Corporation, ICICI Bank Limited, IDBI Bank Limited, Kotak Mahindra Bank Limited, Standard Chartered Bank and Yes Bank Limited. This list of banks is subject to change.
7. Unitholder(s) cannot provide the bank account(s) of any other person to receive the redemption / dividend proceeds in their folio. Unitholder(s) have to submit valid supporting documents for each bank account that they wish to register for receiving redemption / dividend proceeds in the folio. These documents should conclusively prove that the bank accounts provided pertain to the sole / first Unitholder
8. If this form is submitted along with a redemption request, the new bank account may not be considered for payment of redemption amount.
9. HDFC Mutual Fund or HDFC Asset Management Company Limited shall not be held liable for any loss arising to the unitholder(s) due to the credit of the redemption / dividend proceeds into any of the bank accounts registered with us for the aforesaid folio.