



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 **HDFC Mutual Fund** DATE DD MM YYYY

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

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 (c) This change is only for the redemption instruction submitted herewith Redemption request submitted herewith

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) Account Type [Please tick (✓)] SAVINGS CURRENT NRE NRO FCNR Others (Please specify) Name of the Bank Branch Bank City 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 your cheque leaf, please check for the same with your Bank)

D. DOCUMENTS SUBMITTED HERewith (PLEASE READ SECTION ON 'DOCUMENTS REQUIRED FOR CHANGE IN BANK DETAILS' OVERLEAF)

For the bank account currently registered with HDFC Mutual Fund (any one of the following): A cancelled original cheque leaf * Photocopy of bank passbook or bank account statement ** Letter from the bank For the new bank account (any one of the following): A cancelled original cheque leaf * 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 ** Certified by the bank manager (or photocopies can be verified with originals at the Point Of Acceptance)

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

Direct credit into my / our bank account mentioned above (This is the default mode for receiving redemption / dividend, if any, in case your bank account is with ABN AMRO Bank NV, Axis Bank Limited, 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. Electronic credit through National Electronic Funds Transfer (NEFT) System of Reserve Bank of India (Applicable only if IFSC code is provided) (Refer 'Terms and Conditions for National Electronic Funds Transfer (NEFT) system of Reserve Bank of India' overleaf.) Cheque / Demand Draft instead of direct credit / credit through NEFT system into my / our bank account

F. NEW CONTACT DETAILS

STD TEL: OFFICE TEL: RES. FAX MOBILE EMAIL

Please send my Account Statement Newsletters Annual Report Other Statutory Information by email instead of physical documents.

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 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, above any changes in my / our bank account.

SIGNATURE(S) (To be signed by ALL UNIT HOLDERS if mode of holding is 'Joint')

X First Unit Holder X Second Unit Holder X Third Unit Holder

DOCUMENTS REQUIRED FOR CHANGE IN BANK DETAILS

1. Unit holders are required to submit a valid request for a change in bank account details 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 copy of the bank pass book or a statement of bank account having the name and address of the account holder and account number.
(In respect of (2) and (3) above, they should be certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number)
4. Unit holders may also bring a copy of any of the documents mentioned in (3) 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 Unit holder after due verification.

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 1-4 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 atleast 7 days prior to date of redemption / dividend payment, if any. Further, in the event of a request for redemption of units being received within 7 days of a request for change in bank account details, the normal processing time as specified in the Scheme Information Document/ Scheme Offer Document, may not necessarily apply, however it shall be within the regulatory limits.

TERMS AND CONDITIONS FOR NATIONAL ELECTRONIC FUNDS TRANSFER (NEFT) SYSTEM OF RESERVE BANK OF INDIA

1. "NEFT Facility / NEFT" means the Electronic Funds Transfer Facility through the RBI NEFT System and shall include the set of procedural guidelines issued by RBI from time to time.
2. NEFT system is a nation wide funds transfer system to facilitate transfer of funds from any bank branch to any other bank branch.
3. Unit holder who enrolls for the 'NEFT Facility' is termed as the beneficiary.
4. Each Unit holder ('beneficiary') desirous of availing of the use of the NEFT Facility shall submit a duly completed and signed 'NEFT Enrolment Form'.
5. For effecting funds transfer (dividend/redemption proceeds) in the NEFT System, both the remitting bank (i.e. the bank of HDFC Mutual Fund) and the beneficiary bank (i.e. bank of the Unit holder) is required to be admitted for participation in the NEFT System. List of Banks participating in NEFT is updated on RBI website on www.rbi.org.in or HDFC Mutual Fund Investor Service Centre can be contacted for updated list of banks participating in NEFT.
6. This facility can be availed by the Unit holders having bank accounts with the banks named in the 'List of Banks participating in NEFT' as mentioned in (5) above.
7. The inter bank electronic funds transfer in NEFT system will be as per the settlement cycles indicated by RBI from time to time. Therefore, the beneficiary may get credit of the dividend / redemption proceeds either on the same day (i.e. on the dividend pay-out date / redemption payout date) or the next working day depending on the settlement cycle.
8. In the event of a holiday at the beneficiary bank branch, the credit of the dividend / redemption proceeds may be effected at commencement of business on the next working day.
9. HDFC Mutual Fund / HDFC Asset Management Company Limited reserves the right to reject any application without assigning any reason thereof.
10. NEFT system is used only for remitting 'Indian Rupee' among the participating banks within the country.
11. Beneficiary is responsible for the accuracy and authenticity of the instructions provided to HDFC Mutual Fund/ HDFC Asset Management Company Limited and the same shall be considered to be sufficient to operate the NEFT Facility.
12. Indian Financial System Code (IFSC) IFSC is a 11 digit number given by some of the banks on the cheques. IFSC will help to secure transfer of redemption and dividend payouts via the various electronic modes of transfers that are available with the banks.
13. The charges, if any, levied by the beneficiary's bank for receiving payments (i.e. dividend / redemption proceeds) through NEFT and crediting the beneficiary's account, will be borne by the beneficiary.
14. Beneficiary will not hold HDFC Mutual Fund / HDFC Asset Management Company Limited, its registrars and other service providers responsible and liable for any damages /compensation for any loss, damage etc, incurred, if the dividend / redemption proceeds are not credited to the beneficiary account as per the details provided in this form, on account of the deficiencies (inclusive but not limited to) -
 - (i) The beneficiary has no account or the account of the beneficiary maintained by the beneficiary's bank does not tally with the account specified herein.
 - (ii) The beneficiary bank is prevented by instructions of the beneficiary not to give or receive credit to the account specified herein.
 - (iii) The account of beneficiary with the beneficiary bank is closed.
15. Enrolling for 'NEFT Services' is based upon the beneficiary's decision and is the sole responsibility of the beneficiary.
16. In the event of the name of beneficiary bank not appearing in the 'List of Banks participating in NEFT' updated on RBI website on www.rbi.org.in, the instructions of the beneficiary for remittance of dividend / redemption proceeds via NEFT will be discontinued by HDFC Mutual Fund / HDFC Asset Management Company Limited without prior notice to the beneficiary. And that the beneficiary will not hold HDFC Mutual Fund / HDFC Asset Management Company Limited, its registrars and other service providers responsible and liable for any damages /compensation for any loss, damage etc, incurred.
17. HDFC Asset Management Company Limited / HDFC Mutual Fund shall not be held liable for any losses / claims, etc. arising on account of processing the NEFT credit of redemption / dividend proceeds on the basis of Bank Account details as provided by the beneficiary in this Enrolment Form.
18. HDFC Asset Management Company Limited / HDFC Mutual Fund shall not be held liable in the event of any delay in completion of funds transfer or any loss on account of error or negligence or any fault of any nature on the part of the beneficiary bank in execution of the funds transfer under the NEFT facility in the beneficiary account.
19. In case this facility is discontinued for any reason, HDFC Asset Management Company Limited shall despatch to the Unit holders the dividend warrants within 30 days from the date of declaration of dividend and redemption proceeds within 10 working days from the date of redemption.
20. Beneficiary can choose to change their bank account or discontinue this facility by giving 10 days written notice to any of our Investor Service Centres.
21. This facility of enrolling for receiving credit of Dividend / Redemption proceeds through 'National Electronic Funds Transfer (NEFT)' System of RBI is optional for the Unit holders.
22. For more details more on NEFT or FAQs on NEFT, the beneficiary is advised to visit www.rbi.org.in.