



SUNDARAM MUTUAL

NACH/OTM Registration

For office use only

UMRN

Grid for UMRN

Date

Grid for Date

Sponsor Bank Code

CITI000PIGW



Create



Modify



Cancel

Utility Code

CITI00002000000037

I/We authorise

SUNDARAM MUTUAL FUND

To debit Tick

SB CA SB-NRE SB-NRO Others

Bank A/c No

Grid for Bank A/c No

With Bank

Name of customers bank

IFSC

Grid for IFSC

or MICR

Grid for MICR

An amount of ₹ (in words)

Grid for amount

₹

DEBIT TYPE

Fixed Amount

Maximum Amount

FREQUENCY

Monthly

Quarterly

Half Yearly

Yearly

As & when presented

Reference 1

URN

Reference 2

Folio No

Phone No

Email ID

1. 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. 2. This is to confirm that the declaration has been carefully read, understood and made by me/us. I am authorising the user entity/corporate to debit my account, based on the instructions as agreed and signed by me. 3. I have understood that I am authorised to cancel/amend this mandate by appropriately communicating the cancellation/amendment request to the user entity/corporate or the bank where I have authorized the debit.

PERIOD

Grid for Period From To

Signature of the Primary Holder

Signature of the Joint Account Holder

Signature of the Joint Account Holder

or Until Cancelled

Name as in bank records

Name as in bank records

Name as in bank records



SIP Registration / Renewal Form / Modification - NACH / One Time Mandate (OTM)

(First time investors should use this form along with the application form)

Please tick as applicable:

- NACH/OTM Form is attached and to be registered in the folio. SIP will start after mandate registration which may take 30 days.
NACH/OTM Form is already registered in the folio. [No need to submit again].

Table with columns: Distributor's ARN & Name, Sub-broker's ARN (Code), Sub-broker Code (Internal), EUIN\* (Employee Unique Identification Number), Registered Investment Adviser (RIA) Code, For Office use only



I/We confirm that the EUIN box is intentionally left blank by me/us as this is an "execution-only" transaction without any interaction or advice by the distributor personnel concerned. 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.

Sole/First Applicants's Signature Mandatory

Main applicant information section including Name of First/Sole Applicant, Name of Second Applicant, Name of Third Applicant, E-Mail, Existing Investor Folio No., New Investor Application No., Permanent Account Number (PAN)\*, PEKRN, Central KYC Number, CKYC Proof attached (Mandatory)

Please tick SIP Registration, SIP with Top-up Registration, SIP-Change in Bank Details (Please provide copy of cancelled cheque and mention relevant SIP details in the form and OTM mandate.)

CKYC compliant Yes No (if no, please provide CKYC proof/additional documents if not submitted earlier)

1 Scheme Name Plan: Regular Direct; Option: Growth Dividend (Payout Re-Investment Sweep\*)

\*Dividend Sweep Target Scheme

SIP Installment Amount (₹) Frequency: Weekly Monthly Quarterly

SIP Top Up amount (Optional): ₹ (in multiples of ₹ 500/-) Top-up Frequency: Half-yearly Yearly

Start Month/Year: End Month/Year (Default Dec 2099): Till Further Notice

SIP Date (Please mention the SIP date) (Monthly/Quarterly): Any Date 01 to 31; Weekly: Only on Wednesday

1-Bank Name

Cheque No

Dated

**Following fields need to be filled mandatorily**

1. Date: In format DD/MM/YYYY
2. Bank A/c Type: Tick the relevant box
3. Fill Bank Account Number
4. Fill name of Destination Bank
5. IFSC / MICR code: Fill respective code
6. Mention Maximum Amount
7. Reference 1: Mention Folio Number
8. Reference 2: Mention Application Number
9. Telephone Number (Optional)
10. Email ID
11. Period: Starting date of NACH registration (in format DD/MM/YYYY)
12. Signature as per bank account
13. Name: Mention Holder Name as Per Bank Record

**Other Instructions**

- NACH/OTM Bank Mandate can be used for both SIP and Lump Sum Purchase.
- Investors are allowed to perform Lump sum purchase and SIP on a same day provided the NACH/OTM bank account has the adequate funds to honor multiple debits
- NACH/OTM is applicable for both Individual and Non-Individual
- Registration of Multiple NACH/OTM forms is acceptable with different Bank and Accounts.
- Per transaction limit should be less than or equal to the amount as mentioned in NACH/OTM Form already registered or submitted, if not registered
- Investor with registered SIP with OTM facility wishing to cancel the OTM are advised to

apply for another registration. Post successful registration investor should write to AMC to continue SIP with fresh OTM and then apply for cancellation of existing (old) OTM.

- NACH/OTM request will be accepted only if the "Bank" mentioned in the request form is listed in the NACH banks list. Please contact offices of Sundaram Asset Management Company/ visit [www.sundarammutual.com](http://www.sundarammutual.com) for updated list of banks eligible for NACH/OTM Facility.
- Submitting NACH/OTM form does not confirm your investments in SMF unless supported by SIP Investment Form or Common Transaction forms
- Sundaram Mutual will initiate debit instructions to the investor bank account only on receipt of valid investment instruction from the investor and upon confirmation of NACH registration with the designated bank.
- For other Terms and Conditions governing NACH/OTM payments please refer KIM or [www.sundarammutual.com](http://www.sundarammutual.com)
- NACH/OTM is applicable only for investments via debit instructions
- By submitting the NACH/OTM the investor authorizes Sundaram Mutual to utilize the information provided herein for the purpose of his/her investments in Sundaram Mutual Fund, including creation of a folio
- Investors are deemed to have read and understood the requirements and contents of Statement of Additional Information (SAI), Scheme Information Document (SID) and all other scheme related documents

2 **Scheme Name** ..... **Plan:**  Regular  Direct; **Option:**  Growth  Dividend ( Payout  Re-Investment  Sweep\*)

\*Dividend Sweep Target Scheme .....

**SIP Installment Amount (₹)**..... **Frequency:**  Weekly  Monthly  Quarterly

**SIP Top Up amount (Optional): ₹** ..... (in multiples of ₹ 500/-) **Top-up Frequency**  Half-yearly  Yearly

**Start Month/Year:**  |M| |M| |Y| |Y| |Y| |Y| **End Month/Year (Default Dec 2099):**  |M| |M| |Y| |Y| |Y| |Y|  **Till Further Notice**

**SIP Date** (Please mention the SIP date) ..... (Monthly/Quarterly): Any Date 01 to 31; Weekly: Only on Wednesday

2-Bank Name

Cheque No

Dated

3 **Scheme Name** ..... **Plan:**  Regular  Direct; **Option:**  Growth  Dividend ( Payout  Re-Investment  Sweep\*)

\*Dividend Sweep Target Scheme .....

**SIP Installment Amount (₹)**..... **Frequency:**  Weekly  Monthly  Quarterly

**SIP Top Up amount (Optional): ₹** ..... (in multiples of ₹ 500/-) **Top-up Frequency**  Half-yearly  Yearly

**Start Month/Year:**  |M| |M| |Y| |Y| |Y| |Y| **End Month/Year (Default Dec 2099):**  |M| |M| |Y| |Y| |Y| |Y|  **Till Further Notice**

**SIP Date** (Please mention the SIP date) ..... (Monthly/Quarterly): Any Date 01 to 31; Weekly: Only on Wednesday

3-Bank Name

Cheque No

Dated

4 **Scheme Name** ..... **Plan:**  Regular  Direct; **Option:**  Growth  Dividend ( Payout  Re-Investment  Sweep\*)

\*Dividend Sweep Target Scheme .....

**SIP Installment Amount (₹)**..... **Frequency:**  Weekly  Monthly  Quarterly

**SIP Top Up amount (Optional): ₹** ..... (in multiples of ₹ 500/-) **Top-up Frequency**  Half-yearly  Yearly

**Start Month/Year:**  |M| |M| |Y| |Y| |Y| |Y| **End Month/Year (Default Dec 2099):**  |M| |M| |Y| |Y| |Y| |Y|  **Till Further Notice**

**SIP Date** (Please mention the SIP date) ..... (Monthly/Quarterly): Any Date 01 to 31; Weekly: Only on Wednesday

4-Bank Name

Cheque No

Dated



## General Instructions

1. This facility is offered to investors having Bank accounts in select banks (269) mentioned in our application form. The Banks in the list may be modified/updated/changed/removed at any time in future entirely at the discretion of Sundaram Asset Management Ltd (“SAMC”), Sundaram Trustee Company Ltd. (“Trustee”) or Sundaram Mutual Fund (“SMF”) without assigning any reasons or prior notice. SIP instructions for investors in such Banks via NACH route will be discontinued.
2. The AMC/ Trustee/ SMF will not be liable for any transaction failures due to rejection by the investors bank/branch.
3. The investor agrees to abide by the terms and conditions of NACH facility of NPCI.
4. Investor will not hold AMC / Trustee / SMF 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 SIP date due to various reasons or for any bank charges debited by his banker in his account towards NACH Registration / Cancellation / Rejections.
5. The AMC/ Trustee/ SMF reserves the right to reverse allotments in case the NACH/OTM is rejected by the bank for any reason whatsoever.
6. The AMC/ Trustee/ SMF 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 facility of NACH/OTM and takes full responsibility for the same.
7. The AMC/Trustee reserves the right to discontinue or modify the SIP facility at any time in future on a prospective basis.
8. The AMC/ Trustee reserves the right to discontinue the SIP in case of Direct Debit through NACH routes are rejected by the investor bank for any reasons.
9. For scheme related details, please refer to the Scheme Information Document (SID) / Key Information Memorandum (KIM) and the addendum issued from time to time.
10. The AMC/ Trustee reserves the right to reject any application without assigning any reason thereof.
11. SIP cancellation can be done separately by submitting the request at least 21 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 the NACH/OTM Form to modify transaction limit or add / remove banks from the NACH/OTM facility. Also fill-up all the relevant details as applicable. Requests for any changes / cancellation in the NACH Bank Mandate request should be submitted at least 30 Business days in advance.
13. In case of Micro SIPs, please refer to KIM under “your guide to fill the application form” for more details.
14. **SIP Frequencies & Instalment amount**
  - Weekly (For Minimum amount of ₹ 1000, Minimum No. of installments is 5)
  - Monthly (For Minimum amount of ₹ 100, minimum No. of installments is 20)
  - Quarterly (For Minimum amount of ₹ 750, minimum No. of installments is 7)
15. **Default options**

SIP default date is 7th of every month, if no date is mentioned. For weekly frequency, SIP will be processed on Wednesday.

**Default frequency:** Monthly, if frequency is not mentioned
16. For SIP through NACH/OTM investors can choose any preferred date of the month as SIP debit date. In case the chosen date falls on a non-business day, the SIP will be processed on the immediate next business day.

In case chosen date is not available in a particular month, the SIP will be processed on the last business day of the month.
17. **Investors are required to submit SIP request at least 30 days prior to the date of first instalment.**

**The following applications will be considered as ‘Not In Good Order’ (NIGO) and are liable to be rejected:**

  - If folio number mentioned in the Fresh / Additional Purchase, SIP NACH/OTM form, Switch, STP, SWP & NCT request does not match Folio Number mentioned in NACH/OTM registration mandate Form.
  - If the folio number mentioned in the NACH/OTM mandate registration form does not match with our record, the NACH/OTM mandate will not be registered.
  - If the SIP period mentioned in SIP via NACH/OTM form is beyond the NACH/OTM validity period or NACH/OTM validity period expired.
18. In case of minor application, AMC will register standing instructions till the date of minor attaining majority, though the instructions may be for a period beyond that date. Prior to minor attaining majority, AMC shall send advance notice to the registered correspondence address advising the guardian and the minor to submit an application form along with prescribed documents to change the status of the account to ‘major’. The account shall be frozen for operation by the guardian on the day of minor attains the age of majority and no fresh transactions will be permitted till the documents for changing the status are received
19. **Frequency for Top-up SIP**

Top up applicable for Monthly & Quarterly frequencies only

**i. For Monthly SIP**

  - a. Half yearly Top-up SIP under this option, the amount of investment through SIP installment shall be increased by the amount chosen /designated by investor post every 6th (sixth) SIP instalment
  - b. Yearly Top-up SIP under this option, the amount of investment through SIP installment shall be increased by the amount chosen /designated by investor post every 12th (twelfth) SIP instalment

**ii. Quarterly SIP**

  - a. Yearly Top-up SIP under this option, the amount of investment through SIP installment shall be increased by the amount chosen /designated by investor post every 4th (fourth) SIP instalment. In case the investor who has registered under Quarterly SIP opts for Half yearly Top-up SIP the same shall be registered and processed as Yearly Top-up SIP.

For office use only  
UMRN  Date

Sponsor Bank Code  CITI000PIGW  Create  Modify  Cancel

Utility Code  CITI00002000000037 I/We authorise  SUNDARAM MUTUAL FUND

To debit Tick   SB  CA  SB-NRE  SB-NRO  Others..... Bank A/c No

With Bank  Name of customers bank  IFSC  or MICR

An amount of ₹ (in words)  ₹

DEBIT TYPE  Fixed Amount  Maximum Amount FREQUENCY  Monthly  Quarterly  Half Yearly  Yearly  As & when presented

Reference 1  URN Reference 2  Folio No

Phone No  Email ID

1. 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. 2. This is to confirm that the declaration has been carefully read, understood and made by me/us. I am authorising the user entity/corporate to debit my account, based on the instructions as agreed and signed by me. 3. I have understood that I am authorised to cancel/amend this mandate by appropriately communicating the cancellation/amendment request to the user entity/corporate or the bank where I have authorized the debit.

PERIOD From  To  or  Until Cancelled

Signature of the Primary Holder  Signature of the Joint Account Holder  Signature of the Joint Account Holder

1. Name as in bank records 2. Name as in bank records 3. Name as in bank records

Please tick  as applicable:  
 NACH/OTM Form is attached and to be registered in the folio. SIP will start after mandate registration which may take 30 days.  
 NACH/OTM Form is already registered in the folio. [No need to submit again].

ISC's signature & Time Stamping

Distributor's ARN & Name <b>ARN-64917</b>	Sub-broker's ARN (Code)	Sub-broker Code (internal)	EUIN* (Employee Unique Identification Number) <b>E434563</b>	Registered Investment Adviser (RIA) Code	For Office use only
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I/We confirm that the EUIN box is intentionally left blank by me/us as this is an "execution-only" transaction without any interaction or advice by the distributor personnel concerned. 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.

Sole/First Applicant's Signature Mandatory

Name of First/Sole Applicant Gender\*  Male  Female  Others  Mobile\*  PIN Code\*

Name of Second Applicant Gender\*  Male  Female  Others  Mobile\*  PIN Code\*

Name of Third Applicant Gender\*  Male  Female  Others  Mobile\*  PIN Code\*

E-Mail\*

Existing Investor Folio No.  New Investor Application No.

Permanent Account Number (PAN)*	PEKRN	Central KYC Number	<input type="checkbox"/> CKYC Proof attached (Mandatory)
First/Sole Applicant/Guardian			
Second Applicant			
Third Applicant			

1. Bank Name  Cheque No  Dated

2. Bank Name  Cheque No  Dated

Please tick   SIP Registration  SIP with Top-up Registration  SIP-Change in Bank Details (Please provide copy of cancelled cheque and mention relevant SIP details in the form and OTM mandate.)

CKYC compliant  Yes  No (if no, please provide CKYC proof/additional documents if not submitted earlier)

1. Scheme Name  Plan:  Option:

SIP Installment Amount (₹)  Frequency:  Weekly\*  Monthly\*  Quarterly  Half-yearly  Yearly  Till Further Notice

SIP Top Up amount (Optional): ₹  (in multiples of ₹ 500/-) Top-up Frequency  Weekly\*  Half-yearly  Yearly

Start Month/Year:  End Month/Year (Default Dec 2099):   Till Further Notice

SIP Date:  (for Monthly: Any Day of the Month; for Quarterly: Any Day of the month for each quarter (beginning January, April, July and October)).

2. Scheme Name  Plan:  Option:

SIP Installment Amount (₹)  Frequency:  Weekly\*  Monthly\*  Quarterly  Half-yearly  Yearly  Till Further Notice

SIP Top Up amount (Optional): ₹  (in multiples of ₹ 500/-) Top-up Frequency  Weekly\*  Half-yearly  Yearly

Start Month/Year:  End Month/Year (Default Dec 2099):   Till Further Notice

SIP Date:  (for Monthly: Any Day of the Month; for Quarterly: Any Day of the month for each quarter (beginning January, April, July and October)).

This will be considered in both Online and Physical modes (refer Guide to investing through SIP); \*Default frequency; ^Top-up is applicable for SIPs under Monthly & Quarterly Frequencies.

DEMAT Account Details (Investor willing to invest in Demat option, may provide a copy of the DP Statement enabling us to match the Demat details as stated in the application form)

National Securities Depository Ltd.  Central Depository Services (India)

Depository Participant DP ID Number  Beneficiary Account Number

**Declaration:** I/We • having read and understood the contents of the Statement of Additional Information/Scheme Information Document/addenda issued to the SID and KIM till date • hereby apply for units under the scheme(s) as indicated in the application form • agree to abide by the terms, conditions, rules and regulations of the scheme(s) • agree to the terms and conditions for NACH/OTM • have not received nor been induced by any rebate or gifts, directly or indirectly in making this investment • do not have any existing Micro SIPs/investments which together with the current application will result in the total investments exceeding ₹ 50,000 in a financial year or a rolling period of twelve months (applicable for PAN exempt category of investors). The ARN holder has disclosed

to me/us all the commissions (in the form of trail commission or any other mode), payable to him for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to me/us.

I/We hereby declare that all the particulars given herein are true, correct and complete to the best of my/our knowledge and belief. I/We further agree not to hold Sundaram Asset Management, its sponsor, their employees, authorised agents, service providers, representatives of the distributors liable for any consequences/losses/costs/damages in case of any of the above particulars being

false, incorrect or incomplete or in case of my/our not intimating/delay in intimating any changes to the above particulars. I/We hereby authorise Sundaram Asset Management to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/ us, including all changes, updates to such information as and when provided by me/us, to any Indian or foreign governmental or statutory or judicial authorities/agencies, the tax/revenue authorities and other investigation agencies and SEBI registered intermediaries without any obligation of advising me/us of the same. I/We hereby agree to provide any additional information/documentation that may be required in connection with this application.

Signatures [as per Mutual Fund Records / Application]	First Unit Holder's / Guardian Signature	Second Unit Holder's Signature	Third Unit Holder's Signature
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### Following fields need to be filled mandatorily

1. Date: In format DD/MM/YYYY
2. Bank A/c Type: Tick the relevant box
3. Fill Bank Account Number
4. Fill name of Destination Bank
5. IFSC / MICR code: Fill respective code
6. Mention Maximum Amount
7. Reference 1: Mention Folio Number
8. Reference 2: Mention Application Number
9. Telephone Number (Optional)
10. Email ID
11. Period: Starting date of NACH registration (in format DD/MM/YYYY)
12. Signature as per bank account
13. Name: Mention Holder Name as Per Bank Record

### Other Instructions

- NACH/OTM Bank Mandate can be used for both SIP and Lump Sum Purchase.
- Investors are allowed to perform Lump sum purchase and SIP on a same day provided the NACH/OTM bank account has the adequate funds to honor multiple debits
- NACH/OTM is applicable for both Individual and Non-Individual
- Registration of Multiple NACH/OTM forms is acceptable with different Bank and Accounts.
- Per transaction limit should be less than or equal to the amount as mentioned in NACH/OTM Form already registered or submitted, if not registered

- Investors are required to submit "NACH/OTM" registration first and only after successful registration an existing "NACH" associated with a SIP can be cancelled.
- NACH/OTM request will be accepted only if the "Bank" mentioned in the request form is listed in the NACH banks list. Please contact offices of Sundaram Asset Management Company/ visit [www.sundarammutual.com](http://www.sundarammutual.com) for updated list of banks eligible for NACH/OTM Facility.
- Submitting NACH/OTM form does not confirm your investments in SMF unless supported by SIP Investment Form or Common Transaction forms
- Sundaram Mutual will initiate debit instructions to the investor bank account only on receipt of valid investment instruction from the investor.
- For other Terms and Conditions governing NACH/OTM payments please refer KIM or [www.sundarammutual.com](http://www.sundarammutual.com)
- NACH/OTM is applicable only for investments via debit instructions
- By submitting the NACH/OTM the investor authorizes Sundaram Mutual to utilize the information provided herein for the purpose of his/her investments in Sundaram Mutual Fund, including creation of a folio
- Investors are deemed to have read and understood the requirements and contents of Statement of Additional Information (SAI), Scheme Information Document (SID) and all other scheme related documents

### General Instructions

1. This facility is offered to investors having Bank accounts in select banks (269) mentioned in our application form. The Banks in the list may be modified/updated/ changed/removed at any time in future entirely at the discretion of Sundaram Asset Management Ltd ("SAMC"), Sundaram Trustee Company Ltd. ("Trustee") or Sundaram Mutual Fund ("SMF") without assigning any reasons or prior notice. SIP instructions for investors in such Banks via NACH route will be discontinued.
2. The AMC/ Trustee/ SMF will not be liable for any transaction failures due to rejection by the investors bank/branch.
3. SIP through NACH/OTM Facility is available on all dates of the month. In case these days are non-business days for the scheme, then SIP will be processed on the next business day.
4. The investor agrees to abide by the terms and conditions of NACH facility of NPCI.
5. Investor will not hold AMC / Trustee / SMF 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 SIP date due to various reasons or for any bank charges debited by his banker in his account towards NACH Registration / Cancellation / Rejections.
6. The AMC/ Trustee/ SMF reserves the right to reverse allotments in case the NACH/OTM is rejected by the bank for any reason whatsoever.
7. The AMC/ Trustee/ SMF 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 facility of NACH/OTM and takes full responsibility for the same.
8. The AMC/Trustee reserves the right to discontinue or modify the SIP facility at any time in future on a prospective basis.
9. The AMC/ Trustee reserves the right to discontinue the SIP in case of Direct Debit through NACH routes are rejected by the investor bank for any reasons.
10. For scheme related details, please refer to the Scheme Information Document (SID) / Key Information Memorandum (KIM) and the addendum issued from time to time.
11. The AMC/ Trustee reserves the right to reject any application without assigning any reason thereof.
12. SIP cancellation can be done separately by submitting the request at least 21 Business days in advance; however the associated NACH mandate can be retained for future investments.
13. For intimating the change in bank particulars, please use the NACH/OTM Form to modify transaction limit or add / remove banks from the NACH/OTM facility. Also fill-up all the relevant details as applicable. Requests for any changes / cancellation in the NACH Bank Mandate request should be submitted at least 30 Business days in advance.
14. Where a onetime mandate is already registered in a folio for a bank account, the Unit Holder(s) will have to fill only the SIP Registration Form and there is no need of a separate cheque to be given along with the SIP Registration Form.
15. In case of Micro SIPs, please refer to KIM under "your guide to fill the application form" for more details.
16. **SIP Frequency**
  - For Fixed Income**
    - Weekly every Wednesday (For Minimum amount of ₹ 1000, Minimum No. of installments is 5)
    - Monthly (For Minimum amount of ₹ 250, minimum No. of installments is 20)
    - Quarterly (For Minimum amount of ₹ 750, minimum No. of installments is 7)
  - For Equity**
    - Weekly every Wednesday (For Minimum amount of ₹ 1000, Minimum No. of installments is 6)
    - Monthly (For Minimum amount of ₹ 100, minimum No. of installments is 6)
    - Quarterly (For Minimum amount of ₹ 750, minimum No. of installments is 6)
17. SIP default date is 7th of every month, if no date is mentioned
18. **Any Day SIP:** Investors can choose any preferred date of the month as SIP debit

date. In case the chosen date falls on a non-business day, the SIP will be processed on the immediate next business day. In case chosen date is not available in a particular month, the SIP will be processed on the last business day of the month.

### 19. Investors are required to submit SIP request at least 30 days prior to the date of first instalment.

**The following applications will be considered as 'Not In Good Order' (NIGO) and are liable to be rejected:**

- If folio number mentioned in the Fresh / Additional Purchase, SIP NACH/OTM form, Switch, STP, SWP & NCT request does not match Folio Number mentioned in NACH/OTM registration mandate Form.
  - If the folio number mentioned in the NACH/OTM mandate registration form does not match with our record, the NACH/OTM mandate will not be registered.
  - If the SIP period mentioned in SIP via NACH/OTM form is beyond the NACH/OTM validity period or NACH/OTM validity period expired.
20. In case of minor application, AMC will register standing instructions till the date of minor attaining majority, though the instructions may be for a period beyond that date. Prior to minor attaining majority, AMC shall send advance notice to the registered correspondence address advising the guardian and the minor to submit an application form along with prescribed documents to change the status of the account to 'major'. The account shall be frozen for operation by the guardian on the day of minor attains the age of majority and no fresh transactions will be permitted till the documents for changing the status are received
  21. **Frequency for Top-up SIP**
    - i. Investors subscribing for this facility are required to submit the request at least 25 days prior to the SIP top up date
    - ii. SIP Top-Up facility can be availed at half yearly and yearly intervals. In case the frequency is not specified, the top up will be processed with the default yearly frequency.
    - iii. *For Monthly SIP*
      - a. Half yearly Top-up SIP under this option, the amount of investment through SIP instalment shall be increased by the amount chosen /designated by investor post every 6th (sixth) SIP instalment
      - b. Yearly Top-up SIP under this option, the amount of investment through SIP instalment shall be increased by the amount chosen /designated by investor post every 12th (twelfth) SIP instalment
    - iv. *Quarterly SIP*
      - a. Yearly Top-up SIP under this option, the amount of investment through SIP instalment shall be increased by the amount chosen /designated by investor post every 4th (fourth) SIP instalment. In case the investor who has registered under Quarterly SIP opts for Half yearly Top-up SIP the same shall be registered and processed as Yearly Top-up SIP.
    - v. The top up cap amount should not exceed the maximum amount as mentioned in the NACH mandate. In case the top up cap amount exceeds the maximum amount as mentioned in the NACH mandate, then the lesser amount shall be considered as the default cap amount.
    - vi. The Top-up details cannot be modified once enrolled. In order to make any changes, the investor must cancel the existing SIP and enroll for a fresh SIP with Top-up option.
    - vii. In case the SIP top up is cancelled the SIP will continue to be processed with the last topped up amount till the SIP end date.
  22. **Stamp Duty:** Pursuant to Notification No. S.O. 1226(E) and G.S.R. 226(E) dated March 30, 2020 issued by Department of Revenue, Ministry of Finance, Government of India, read with Part I of Chapter IV of The Finance Act, 2019, notified on February 21, 2019 issued by Legislative Department, Ministry of Law and Justice, Government of India, a stamp duty @0.005% of the transaction value of units would be levied on applicable mutual fund inflow transactions, with effect from July 1, 2020. Accordingly, pursuant to levy of stamp duty, the number of units allotted on purchase transactions (including dividend reinvestment and switch-in) to the Unit holders would be reduced to that extent.

To be submitted mandatorily: 1. Your FATCA (Foreign Account Tax Compliance Act) Details (if not already submitted) and 2. Ultimate Beneficial Owner (UBO) information (for non-individuals only) which can be downloaded from our website. KYC acknowledgement is mandatory for all investors w.e.f. 01/01/2011. However in the case of Micro SIP/Purchase of an individual investor (if the total amount of investment including SIP is upto ₹ 50,000 per investor in any rolling 12-month period or in a financial year) instead of PAN/Aadhar proof other approved document can be accepted.

Distributor's ARN & Name <b>ARN-64917</b>	Sub-broker Code	Sub-broker's ARN	EUIN* (Employee Unique Identification Number) <b>E434563</b>
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Folio No	
Transaction charges For ₹. 10,000 and above: <input type="checkbox"/> Existing Investor-₹.100 <input type="checkbox"/> New Investor-₹.150	

\* Declaration for "Execution only" transaction (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 inappropriateness, if any, provided by the employee/relationship manager/sales person of the distributor/sub broker.

First/Sole Applicant/ Guardian	Second Applicant	Third Applicant
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Upfront commission shall be paid directly by the investor to the AMFI-registered distributors based on the investors' assessment of various factors including services rendered by the distributor.

*Mandatory	Name of First/Sole Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*
	E-Mail		
	Name of Second Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*
	Name of Third Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*

<b>Permanent Account Number (PAN)*</b>	<b>Aadhaar Card Number* / PEKRN</b>	<b>Central KYC Number</b> <input type="checkbox"/> CKYC Proof attached (Mandatory)
First/Sole Applicant/Guardian		
Second Applicant		
Third Applicant		

You will receive an account statement by e-mail. If you wish to receive a physical statement please tick

Transferring funds from Scheme	Sundaram	Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct <input type="checkbox"/> Others:.....
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**Option: Income Distribution cum Capital Withdrawal (IDCW)**  Payout  Reinvestment  Transfer  Growth

Transferring funds to Scheme	Sundaram
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Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct	Option: IDCW <input type="checkbox"/> Payout <input type="checkbox"/> Reinvestment <input type="checkbox"/> Transfer <input type="checkbox"/> Growth	<b>Each STP Amount</b> ₹
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**STP Frequency**  Daily  Weekly (every Wednesday)  Monthly  Quarterly ("Read the Terms and Conditions for information related to Minimum Amount/ Installments - Point no. 3)

<b>STP Date</b> (for monthly and quarterly options) <input type="checkbox"/> 1 <input type="checkbox"/> 7 <input type="checkbox"/> 14 <input type="checkbox"/> 20 <input type="checkbox"/> 25	<b>STP Period</b>	<b>STP Starting</b>	<b>STP Ending</b>	OR	<input type="checkbox"/> <b>Till further notice*</b> (*The end date - 01/12/2099 as end date. If not specified by the investor. This will be considered in both Online and Physical modes) (refer Guide to investing through SIP)	<b>Request Date</b>
		MMYYYY	MMYYYY		0112099	DDMMYYYY

**Turn overleaf for Terms & Conditions/Declaration & Signature (Mandatory) → → →**

<b>Acknowledgement</b>	<b>Request Date:</b> DDMMYYYY	<b>Time Stamp/Seal</b>
Folio No	<input type="checkbox"/> Amount.....	
<b>From:</b> Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct <input type="checkbox"/> Others ..... Options: IDCW <input type="checkbox"/> Payout <input type="checkbox"/> Reinvestment <input type="checkbox"/> Transfer <input type="checkbox"/> Growth <input type="checkbox"/> Bonus	<b>To:</b> Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct <b>Options:</b> IDCW <input type="checkbox"/> Payout <input type="checkbox"/> Reinvestment <input type="checkbox"/> Transfer <input type="checkbox"/> Growth	

**Contact No. 1860 425 7237 (India)**  
**+91 40 2345 2215 (NRI)**

**SMS SFUND to 56767**

**E-mail: customerservices@sundarammutual.com**  
**(NRI): nriservices@sundarammutual.com**

**Declaration:** I/We • having read and understood the contents of the Statement of Additional Information/Scheme Information Document/addenda issued to the SID and KIM till date • hereby apply for units under the scheme(s) as indicated in the application form • agree to abide by the terms, conditions, rules and regulations of the scheme(s) • agree to the terms and conditions for Auto Debit • have not received nor been induced by any rebate or gifts, directly or indirectly in making this investment • do not have any existing Micro SIPs/investments which together with the current application will result in the total investments exceeding ₹. 50,000 in a financial year or a rolling period of twelve months (applicable for PAN/Aadhar exempt category of investors). The ARN holder has disclosed to me/us all the commissions (in the form of trail commission or any other mode), payable to him for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to me/us.

**Applicable to NRIs only:** Please (✓)  I/We confirm that I am/We are Non-Resident of Indian Nationality/Origin and I/We hereby confirm that the funds for subscription have been remitted from abroad through normal banking channels or from funds in my/our Non-Resident External/Ordinary Account/FCNR Account on a  Repatriation Basis  Non-Repatriation Basis.

I/We hereby declare that all the particulars given herein are true, correct and complete to the best of my/our knowledge and belief. I/ We further agree not to hold Sundaram Asset Management, its sponsor, their employees, authorised agents, service providers, representatives of the distributors liable for any consequences/losses/costs/damages in case of any of the above particulars being false, incorrect or incomplete or in case of my/our not intimating/delay in intimating any changes to the above particulars. I/We hereby authorise Sundaram Asset Management to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/ us, including all changes, updates to such information as and when provided by me/us, to any Indian or foreign governmental or statutory or judicial authorities/agencies, the tax/revenue authorities and other investigation agencies and SEBI registered intermediaries without any obligation of advising me/us of the same. I/We hereby agree to provide any additional information/documentation that may be required in connection with this application.

Signature									
First / Sole Applicant / Guardian									
Second Applicant									
Third Applicant									
Request Date	D	D	M	M	Y	Y	Y	Y	Y

Investors are requested to note the following terms and conditions with respect to availing STP facility:

**1. Schemes available**

For the purpose of **Daily STP**, all open ended equity funds and fixed Income funds are eligible as Transferor Scheme(s) or Transferee Scheme(s).

For the purpose of **Weekly, Monthly and Quarterly**, all open ended fixed income funds are eligible as Transferor Scheme(s) and all open ended equity funds are eligible as Transferee Scheme(s).

**2. Date of transfer**

Daily interval (on all business days) for **Daily STP**. Investors should note that in case of Daily STP, the commencement date for transfers shall be the 15th working day from the date of receipt of a valid request and thereafter, transfers shall be effected on all business days at NAV based prices, subject to applicable load. Thus, in the event of an intervening non-business day (e.g. Saturday and Sunday), STP triggers will not take place and consequently the total number of Daily STP instalments opted by the investor will be adjusted to that extent i.e., for e.g. if the investor has opted for 20 instalments and if 5 non business days happen to occur in the intervening period, then only 15 Daily STP instalments shall be triggered. In view of the intervening non business days, investors are advised to extend the period by including possible non business days during the transfer period for covering the intended instalments.

Every Wednesday for **Weekly STP**. If Wednesday is a non-business day then on immediate next business day.

For **Monthly and Quarterly STP** on any date as chosen by the investor from the designated dates which are 1, 7, 14, 20 and 25.

Daily, monthly and quarterly STPs will start on a day as mentioned above falling not later than the 5th working day from the date of receipt of a valid request.

**3. Minimum amount of transfer\***

\* The minimum STP amount is subject to minimum switch-out criteria for source scheme and minimum switch-in criteria for the target scheme. Kindly refer to respective SID for complete details

**Daily:** Investors are required to instruct for a minimum of 6 transfers of ₹.1000/- and in multiples of ₹.100/- thereafter.

**Weekly:** Minimum amount ₹ 1000 Minimum No of installments 6

**Monthly:** Minimum amount ₹ 100 Minimum No of installments 6

**Quarterly:** Minimum amount ₹ 750 Minimum No of installments 6

**4. Load Structure**, for all frequencies, of the Transferor Scheme & Transferee Schemes as on the date of enrolment of STP shall be applicable.

**5. Discontinuation of STP, for all frequencies**

a) STP will be automatically terminated if all units are liquidated or withdrawn from the Transferor Scheme or pledged or upon receipt of intimation of death of unit holder. Further, if the outstanding balance in "transferor Scheme" does not cover any of the STP instalment amount, all outstanding units will be liquidated and STP will be effected for such outstanding balance and STP will be terminated for subsequent instalments.

b) Investors can also choose to terminate the STP by giving a written notice of at least 7 Business Days in advance to the Official Points of Transactions and accordingly, termination of STP shall be effected from 8th Business Day of receipt of valid request.

6. The minimum SWP amount is subject to minimum switch-out criteria for source scheme and minimum switch-in criteria for the target scheme. Kindly refer to respective SID for complete details.

7. The Trustee / AMC reserve the right to change / modify the terms of the STP or withdraw this facility from time to time.

8. Please refer to the respective scheme KIM / SID for more details.



To be submitted mandatorily: 1. Your FATCA (Foreign Account Tax Compliance Act) Details (if not already submitted) and 2. Ultimate Beneficial Owner (UBO) information (for non-individuals only) which can be downloaded from our website. KYC acknowledgement is mandatory for all investors w.e.f. 01/01/2011. However in the case of Micro SIP/Purchase of an individual investor (if the total amount of investment including SIP is upto Rs 50,000 per investor in any rolling 12-month period or in a financial year) instead of PAN/Aadhar proof other approved document can be accepted.

Folio No		Distributor's ARN & Name	Sub-broker Code	Sub-broker's ARN
		ARN-64917 EUIN-E434563		

Upfront commission shall be paid directly by the investor to the AMFI-registered distributors based on the investors' assessment of various factors including services rendered by the distributor.

*Mandatory	Name of First/Sole Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*
	E-Mail		
	Name of Second Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*
	Name of Third Applicant Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	Mobile*	PIN Code*

<b>Permanent Account Number (PAN)*</b>	<b>Aadhaar Card Number* / PEKRN</b>	<b>Central KYC Number</b> <input type="checkbox"/> CKYC Proof attached (Mandatory)
First/Sole Applicant/Guardian		
Second Applicant		
Third Applicant		

You will receive an account statement by e-mail. If you wish to receive a physical statement please tick

Scheme Name	<input type="checkbox"/> Fixed Amount Rs. _____ OR <input type="checkbox"/> Capital Appreciation
Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct <input type="checkbox"/> Others:.....	Option: Income Distribution cum Capital Withdrawal (IDCW) <input type="checkbox"/> Payout <input type="checkbox"/> Reinvestment <input type="checkbox"/> Transfer <input type="checkbox"/> Growth <input type="checkbox"/> Bonus
SWP Amount	SWP Period <input type="checkbox"/> 1 year <input type="checkbox"/> 2 years <input type="checkbox"/> 3 years <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years <input type="checkbox"/> Till further notice*

SWP Frequency  Monthly  Quarterly

\*The minimum SWP amount is subject to minimum redemption criteria. Kindly refer to respective SID for complete details.

SWP will be processed on 1st working day of the month/quarter

SWP Period	SWP Starting	SWP Ending	OR	<input type="checkbox"/> Till further notice*	Request Date
	0 1 M M Y Y	0 1 M M Y Y		0 1 1 2 2 0 5 0	D D M M Y Y Y Y

(\*The end date - 01/12/2050 as end date for not specified by the investor. This will be considered in both Online and Physical modes.)

**Turn overleaf for Declaration & Signature (Mandatory) → → →**

<b>Acknowledgement</b>	Request Date: D D M M Y Y Y Y	<b>Time Stamp/Seal</b>
Folio No	<input type="checkbox"/> Fixed Amount Rs. _____ OR <input type="checkbox"/> Capital Appreciation	
Scheme Name:	SWP Frequency	
Plan: <input type="checkbox"/> Regular <input type="checkbox"/> Direct <input type="checkbox"/> Others .....	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly (Minimum amount Rs 1,000 Minimum No of installments 6)	
Options: IDCW <input type="checkbox"/> Payout <input type="checkbox"/> Re-Investment <input type="checkbox"/> Transfer <input type="checkbox"/> Growth <input type="checkbox"/> Bonus	SWP will be processed on 1st working day of the month/quarter	

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**Declaration:** I/We • having read and understood the contents of the Statement of Additional Information/Scheme Information Document/addenda issued to the SID and KIM till date • hereby apply for units under the scheme(s) as indicated in the application form • agree to abide by the terms, conditions, rules and regulations of the scheme(s) • agree to the terms and conditions for Auto Debit • have not received nor been induced by any rebate or gifts, directly or indirectly in making this investment • do not have any existing Micro SIPs/investments which together with the current application will result in the total investments exceeding Rs. 50,000 in a financial year or a rolling period of twelve months (applicable for PAN/Aadhar exempt category of investors). The ARN holder has disclosed to me/us all the commissions (in the form of trail commission or any other mode), payable to him for the different competing Schemes of various Mutual Funds from amongst which the Scheme is being recommended to me/us.

**Applicable to NRIs only:** Please (✓)  I/We confirm that I am/We are Non-Resident of Indian Nationality/Origin and I/We hereby confirm that the funds for subscription have been remitted from abroad through normal banking channels or from funds in my/our Non-Resident External/Ordinary Account/FCNR Account on a  Repatriation Basis  Non-Repatriation Basis.

I/We hereby declare that all the particulars given herein are true, correct and complete to the best of my/our knowledge and belief. I/ We further agree not to hold Sundaram Asset Management, its sponsor, their employees, authorised agents, service providers, representatives of the distributors liable for any consequences/losses/costs/damages in case of any of the above particulars being false, incorrect or incomplete or in case of my/our not intimating/delay in intimating any changes to the above particulars. I/We hereby authorise Sundaram Asset Management to disclose, share, remit in any form, mode or manner, all/any of the information provided by me/ us, including all changes, updates to such information as and when provided by me/us, to any Indian or foreign governmental or statutory or judicial authorities/agencies, the tax/revenue authorities and other investigation agencies and SEBI registered intermediaries without any obligation of advising me/us of the same. I/We hereby agree to provide any additional information/documentation that may be required in connection with this application.

Signature									
First / Sole Applicant / Guardian									
Second Applicant									
Third Applicant									
Request Date	D	D	M	M	Y	Y	Y	Y	Y



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Sundaram Mutual Fund