

# SIP Enrollment and ECS/Auto Debit Mandate Form



Please read Product Labeling available on the Front Inside Cover Page and instructions before filling this form (all points marked \* are mandatory)

Sponsor: Edelweiss Financial Services Limited. Trustee Company: Edelweiss Trusteeship Company Limited. Investment Manager: Edelweiss Asset Management Limited. Edelweiss House, Off. C.S.T Road, Kalina, Mumbai - 400098

Regular SIP  Micro SIP (MSIP)  New ECS Registration  Change in Bank Account (for SIP earlier registered)

| 1 DISTRIBUTOR INFORMATION |                 |  |                 |          | FOR OFFICE USE ONLY       |                        |
|---------------------------|-----------------|--|-----------------|----------|---------------------------|------------------------|
| Name & Distributor Code   | Sub-Broker Code | Employee Unique Identification Number (EUIIN)* | Sub-Broker Code | E - Code | Registrar/Bank Serial No. | Date & Time of Receipt |
| 103807                    | ARN             | E133071  | Internal Code   |          |                           |                        |

\*Investors should mention the EUIIN of the person who has advised the investor. If left blank, the fund will assume following declaration by the investor "I/We hereby confirm that the EUIIN 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".

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. For Direct investments, please mention "Direct" in the column 'Name & Distributor Code'

All sections to be filled in English and in BLOCK LETTERS.

|              |   |                                      |                                      |
|--------------|---|--------------------------------------|--------------------------------------|
| Signature(s) | Sole/1st Applicant/Guardian /<br>Authorized Signatory / POA Signatory | 2nd Applicant / Authorized Signatory | 3rd Applicant / Authorized Signatory |
|--------------|---|--------------------------------------|--------------------------------------|

**2 UNITHOLDER INFORMATION**

Folio/Application No. \_\_\_\_\_

Sole/First Investor Name: \_\_\_\_\_

**3 INVESTMENT DETAILS** Choice of Plan [please ✓]

| Scheme/Plan/Option/Facility   | Edelweiss-   | Scheme  | Plan    | Option/Facility |
|---|--|---|---------|-----------------|
| (Default Plan/Option/Facility will be applied in case of no information, ambiguity or discrepancy)  |  |   |         |                 |
| Dividend Sweep to Scheme _____  |  |   |         |                 |
| <small>*Dividend Sweep facility not applicable for Edelweiss Short Term Income Fund</small>   |  |   |         |                 |
| Installment Period:   | From Date  | M M Y Y Y Y   | To Date | M M Y Y Y Y     |
| Amount Per Installment:   | Amount (in words) _____                                  |   |         |                 |
| <b>1st Installment Cheque Details:</b> Cheque/DD No. _____ Amount (₹) _____   |  |   |         |                 |
| Drawn on Bank & Branch _____  |  |   |         |                 |
| Photo Identification proof number in case of Micro SIP of 1st Applicant _____ 2nd Applicant _____ 3rd Applicant _____   |  |   |         |                 |
| I/We hereby authorize Edelweiss Mutual Fund and their authorized service providers to debit my/our following bank account by ECS (Debit clearing/Auto Debit) for collection of SIP payments |  |   |         |                 |
| <b>Note:</b> Please allow 1 month for Auto Debit to register and start.   |  |   |         |                 |
| <b>Frequency Details (Please ✓)</b>   |  |   |         |                 |
| <input type="checkbox"/> Daily (SIP)  | <input type="checkbox"/> Weekly (SIP)                    | <input type="checkbox"/> Monthly (SIP)  |         |                 |
| All Business Days   | <input type="radio"/> 7th, 14th, 21st, 28th of any month | <input type="radio"/> 7th OR <input type="radio"/> 14th OR <input type="radio"/> 21st OR <input type="radio"/> 28th |         |                 |
| <b>SIP Top-up (Optional)</b> (Please ✓ to avail this facility) Top-up Amount (Rs.) _____ (The amount should be in multiples of Rs. 500 only)  |  |   |         |                 |
| (Refer instruction no. 34) SIP Top-up Frequency: <input type="checkbox"/> Half-yearly <input type="checkbox"/> Yearly   |  |   |         |                 |

**4 BANK MANDATE DETAILS**

1st Account Holder Name as per Bank Records \_\_\_\_\_

2nd Account Holder Name as per Bank Records \_\_\_\_\_

3rd Account Holder Name as per Bank Records \_\_\_\_\_

Bank Name \_\_\_\_\_

Branch Address \_\_\_\_\_

City \_\_\_\_\_ Pin Code \_\_\_\_\_ Bank Account Type  Savings  Current  NRO  NRE  FCNR

Bank Account No. \_\_\_\_\_ MICR Code M A N D A T O R Y (This is a 9 digit number next to the cheque no.)

**Mandatory enclosure:** Blank Cancelled Cheque / Copy of the cheque of above account  
Please provide the MICR Code of the bank branch from where the ECS is to be effected.  
**MICR Codes starting or ending with "000" are not valid for ECS.**

I/We wish to inform you that I/We have registered with Edelweiss Mutual Fund through their Authorized Service Provider(s) and representative for my/our payment to Edelweiss Mutual Fund by debit to my/our above mentioned bank account. For this purpose I/We authorize their Service Provider(s) and the representative to raise debit on my/our above mentioned account with your branch. I/We here by authorize you to honor all such requests received through their authorized Service Provider(s) and representative to debit my/our account with the amount requested, for due remittance of the proceeds to Edelweiss Mutual Fund. I/We undertake to keep sufficient funds in the funding account on the date of execution of standing instruction. I/We here by declare that the particulars given above are correct and complete. If the transactions is delayed or not effected at all for reasons of incomplete or incorrect information, I/We would not hold Edelweiss Mutual Fund or their authorized Service Provider(s) and representative responsible. If the date of debit to my/our account happens to be a non-business day as per Mutual Fund or a Bank holiday, execution of the SIP will happen on the next working day and allotment of units will happen as per the Terms and Conditions listed in Scheme Information Document (SID) and Statement of Additional Information (SAI) of the Mutual Fund. The above mentioned bank shall not be liable for, nor be in default by reason of any failure or delay in completion of this service, where such failure or delay is caused in whole or in part by any acts of God, civil war, civil commotion, riot, strike, mutiny, revolution, fire, flood, fog, war, lightning, earthquake, change of government policies, unavailability of banks computer system, force majeure event or any other cause of peril which is beyond the above mentioned banks reasonable control and which has the effect of preventing the performance of this service by the above-mentioned bank. I/We shall not dispute or challenge any debit, raised under this mandate, on any ground whatsoever. I/We shall not have any claim against the bank in respect of the amount so debited pursuant to the mandate submitted by me/us. I/We shall keep the bank and authorized Service Provider(s) and representative jointly and or severally indemnified from time to time, against all claims, actions, suits, for any loss, damage, costs, charges and the expenses incurred by the bank and authorized Service Provider(s) and representative, by reason of their acting upon the instructions issued by the above named authorized signatories/ beneficiaries. This request for debit mandate is valid and may be revoked only through written letter withdrawing the mandate signed by the authorized signatories/beneficiaries and giving reasonable notice to such withdrawals. I/We here by apply for the respective units of Edelweiss Mutual Fund Scheme(s) at NAV based the resale price an agree to abide by terms, conditions, rules and regulations of Scheme(s). I/We hereby authorize bank to debit my account for mandate verification charges, if any.

**Signature/s as per Edelweiss Mutual Fund records (Mandatory)**

|                                 |                                  |                                 |
|---------------------------------|----------------------------------|---------------------------------|
| First Account Holders Signature | Second Account Holders signature | Third Account Holders signature |
|---------------------------------|----------------------------------|---------------------------------|

**Signature/s as per Bank records (Mandatory)**

|                                 |                                  |                                 |
|---------------------------------|----------------------------------|---------------------------------|
| First Account Holders Signature | Second Account Holders signature | Third Account Holders signature |
|---------------------------------|----------------------------------|---------------------------------|

**FOR BANK USE ONLY (Not to be filled in by Investor)**

Certified that particulars furnished above are correct as per our records-

Recorded on \_\_\_\_\_ Recorded by \_\_\_\_\_

Mandate Ref. No. \_\_\_\_\_

|                |  |
|----------------|--|
| (Bank's Stamp) | (Signature of Authorized Official from the Bank) |
|----------------|--|

## Terms and Conditions

1. Please refer to the Key Information Memorandum (KIM), Statement of Additional Information (SAI) and Scheme Information Document (SID) for Applicable NAV, Risk Factors, Load and other information of the Scheme / Plan before investing.
2. Complete Application form and SIP ECS Mandate Form along with the first cheque should be submitted to the AMC / Karvy ISC's.
3. Investors should mandatorily give a cheque for the first Installment. The first cheque should be drawn on the same bank account which is to be registered for ECS (Debit Clearing). Alternatively, the cheque may be drawn on any bank, for which investor should provide a photocopy of the cheque or cancelled cheque of the bank/branch for which ECS is to be registered.
4. First SIP cheque and subsequent SIP installments via ECS should be of the same amount.
5. If any chosen day falls on a non business day, the next business day will be considered as the transaction date.
6. Incorrect / Incomplete applications are liable to be rejected.
7. Edelweiss AMC reserves the right to reject any application without assigning any reason thereof and the Trustee reserves the right to change/modify the terms and conditions of SIP.
8. ECS instructions will take a minimum of one month for registration with the bank and hence the first auto debit will be carried out only after one month, on the SIP date mentioned on the form. The AMC reserves the right to modify the SIP period depending on the one month period for registration to ensure minimum number of installments as mentioned in Scheme Information Document (SID)
9. ECS facility is offered only to
  - Investors having bank accounts in HDFC Bank, IDBI Bank, Kotak Mahindra Bank, Axis Bank and Indus Ind Bank in all ECS locations.
  - All core bank branches of Bank of Baroda, Bank of India, Punjab National Bank, Union Bank of India.
  - All Bank branches located in the following cities.

### List of cities for Auto Debit facility via ECS

|            |              |            |           |            |           |             |          |            |
|------------|--------------|------------|-----------|------------|-----------|-------------|----------|------------|
| Agra       | Belgaum      | Coimbatore | Goa       | Jabalpur   | Kolhapur  | Nagpur      | Salem    | Trichy     |
| Ahmedabad  | Bhilwara     | Cuttack    | Gorakhpur | Jaipur     | Kolkata   | Nasik       | Shimla   | Trivandrum |
| Allahabad  | Bhopal       | Davangere  | Gulbarga  | Jalandhar  | Lucknow   | Nellore     | Shimoga  | Tumkur     |
| Amritsar   | Bhubaneshwar | Dehradun   | Guwahati  | Jammu      | Ludhiana  | Patna       | Sholapur | Udaipur    |
| Asansol    | Bijapur      | Delhi      | Gwalior   | Jamnagar   | Madurai   | Pondicherry | Siliguri | Udipi      |
| Aurangabad | Calicut      | Dhanbad    | Haldia    | Jamshedpur | Mandya    | Pune        | Surat    | Varanasi   |
| Bangalore  | Chandigarh   | Durgapur   | Hubli     | Jodhpur    | Mangalore | Raipur      | Thirupur | Vijaywada  |
| Bardhaman  | Chennai      | Erode      | Hyderabad | Kakinada   | Mumbai    | Rajkot      | Tirupati | Vizag      |
| Baroda     | Cochin       | Gadag      | Indore    | Kanpur     | Mysore    | Ranchi      | Trichur  |            |

10. The cities mentioned above may be modified/updated/changed/removed at any time in future at the discretion of the AMC without assigning any reasons or prior notice. If any city, bank/branch is removed, SIP instructions for investors in such cities, bank/branch via ECS route will be discontinued without prior notice.
11. Installment options available under SIP\*\*

| Frequency                                  | Daily** (SIP)                            | Weekly (SIP)                             | Monthly (SIP)                            |
|--|--|--|--|
| <b>Minimum Amount (Open-ended Schemes)</b> | ₹300/- & in multiples of ₹1/- thereafter | ₹500/- & in multiples of ₹1/- thereafter | ₹500/- & in multiples of ₹1/- thereafter |
| <b>Minimum Installments<sup>#</sup></b>    | 30                                       | 12                                       | 12                                       |
| <b>Dates Available</b>                     | All Business Days                        | 7th, 14th, 21st, 28th of any month       | 7th OR 14th OR 21st OR 28th of any month |

#Apart from the initial amount paid for subscribing/entering into this facility.

\*\*Daily SIP available only in 6 cities viz. Ahmedabad, Bangalore, Chennai, Delhi, Kolkata and Mumbai.

12. Existing Unit holders in Scheme(s) of Edelweiss Mutual Fund are required to submit only the SIP ECS / Auto Debit Mandate Form. Existing unit holders should note that the unit holder's details & the mode of holding will be as per the existing account. New investors, who wish to enroll for SIP through Auto Debit/ECS, should fill the Common Application Form & SIP ECS / Auto Debit Mandate Form.
13. Initial cheque should be drawn on any bank, which is situated at & is a member of the Banker's Clearing House located at the place where the SIP application is submitted or payable at par & should participate in local MICR clearing. Please contact the nearest designated Investor Service Centre for the updated list. For outstation applications, the initial DD has to be payable at the nearest AMC locations. No outstation cheques will be accepted. The cheque should be drawn in favor of the Scheme chosen {e.g. Pay \*\*\*\*\* [Scheme name] & crossed "A/c Payee Only".
14. Payments will be accepted by ECS/Auto Debit mode. For this purpose, investors/unit holders are required to give ECS Mandate Form to debit their bank accounts at periodic intervals & credit the subscription proceeds to Edelweiss Mutual Fund Bank Account.
15. Returned/Dishonored cheque/ECS Rejects will not be presented again for collection. If the 1st installment cheque is dishonored, the SIP processing/ registration will be rejected.
16. The SIP Enrollment will be discontinued in cases where Two consecutive SIP installment are not honored or the bank account is closed and no request for change in bank account has been submitted.
17. If investor has not provided the SIP frequency/period/date, the default SIP frequency would be Monthly & the SIP installments would be the minimum number of installments of the respective Schemes as specified in the Scheme Information Document. The default date will be considered as 7th of the month for Monthly option.
18. Additional SIP: If an investor wants to enroll in another Scheme & continue for the existing folio, then the investor has to submit a duly filled & signed SIP ECS / Auto Debit Mandate Form along with the first cheque (if investment is in the new Scheme).
19. Top-up: After completion of the tenure, in case the investor wants to continue his SIP investment for another tenure with the existing folio, then the investor has to submit a duly filled & signed SIP ECS / Auto Debit Mandate Form.
20. The list of locations where ECS facility is available is subject to change from time to time.
21. You can choose to discontinue this facility by giving 10 days written notice to any of AMC/ Registrar Investor Service centers.
22. Request for change in bank mandate to be submitted atleast 30 business days before the due date of next SIP installment.
23. The bank account provided for ECS (Debit) should participate in local MICR Clearing.
24. MICR code starting and / or ending with 000 are not valid for ECS
25. The investor agrees to abide by the terms and conditions of ECS facility of the Reserve Bank of India (RBI) as applicable at the time of investment and as may be modified from time to time.
26. The investor undertakes to keep sufficient funds in the account till the date of execution of the debit. The investor hereby declares that the particulars given overleaf are correct and complete. If the date of debit to the investors account happens to be a non Business day as per the fund, execution of the debit will not happen on the day of the holiday and allotment of Units will happen as per the terms and conditions listed in the concerned Scheme Information Document (SID). The Fund, its Registrars, Auto Debit Banks and other service providers shall not be liable for, nor be in default by reason of, any failure or delay in completion of its obligation under this agreement, where such failure or delay is caused, in whole or in part, by any acts of God, civil war, civil commotion, riots, strike, mutiny, revolution, fire, flood, fog, war, change of government policies, unavailability of banks computer system, force majeure events or any other cause of peril which is beyond their reasonable control and which has the effect of preventing the performance of contract by them.
27. Investors will not hold Edelweiss AMC, its registrars, banks and other service providers responsible if the transaction is delayed or not effected or the investor's bank account is debited in advance or after the specific sip date due to the local holidays or any other reason.
28. Edelweiss AMC reserves the right to reject any application without assigning any reason thereof.
29. Please refer SID for minimum SIP investment amount under each Schemes
30. Please refer the Key Information Memorandum (KIM) and Scheme Information Document (SID) of the respective Scheme for applicable NAV, risk factors, load (exit/entry) and other information on the respective Scheme before investing.
31. Incorrect, incomplete or ambiguous forms will not be accepted and will be returned to the investor within 10 business days via normal post.
32. To avail of SIP in separate Schemes via Direct Debit/ECS facility, an investor will have to fill a separate form for each Scheme. A single form cannot be used for different Schemes simultaneously.

33. As per Prevention of Money Laundering Act 2002, it is mandatory for all investors to be KYC compliant. For more details please refer point XI on "Instructions to Investor for Filling up the Application Form.

**Additional instructions for Micro Systematic Investment Plan (MSIP)**

1. Micro SIP (Systematic Investment Plan) upto ₹50,000/- per year per investor shall be exempted from the requirement of PAN. In such cases, the client will have to submit certain documents as elaborated below and KYC will be handled by the AMCs/RTAs directly.

**Documents required:**

- a. Standard specified identification instruments like Voter ID card, Government/Defense ID card, Card of Reputed employer, Driving License, Passport in lieu of PAN.
  - b. Proof of address copy. It is clarified that where photo identification documents contains the address of the investor, a separate proof of address is not required.
  - c. Supporting documents copy shall be self attested by the investor / attested by the ARN holder mentioning the ARN number or attested by any competent authority.
2. In lieu of PAN card copy Investor (including joint holders) to provide the self attested valid Photo ID Proof. Please refer Point 3.
3. All Micro SIPs where aggregate of installments in a financial year i.e. April to March does not exceed ₹50,000/-.
4. This exemption will be applicable only investments by individuals (including NRIs but not PIOs), Minors and Sole proprietary firms. HUFs and other categories will not be eligible for Micro SIPs. The exemption is applicable to joint holders also.
5. While making additional/subsequent Micro SIP investment, investor can quote the existing folio number where a Micro SIP has been registered and therefore need not resubmit the supporting documents again.
6. Photo identification documents to be submitted in case of Micro SIP  
Voter Identity Card, Driving License, Government / Defense identification card, Passport, Photo Ration Card, Photo Debit Card (Credit card will not be accepted), Employee ID cards issued by companies registered with Registrar of Companies, Photo Identification issued by Bank Managers of Scheduled Commercial Banks / Gazetted Officer / Elected Representatives to the Legislative Assembly / Parliament, ID card issued to employees of Scheduled Commercial / State / District Co-operative Banks, Senior Citizen / Freedom Fighter ID card issued by Government, Cards issued by Universities / deemed Universities or institutes under statutes like ICAI, ICWA, ICSI, Permanent Retirement Account No (PRAN) card issued to New Pension System (NPS) subscribers by CRA (NSDL), Any other photo ID card issued by Central Government / State Governments /Municipal authorities / Government organizations like ESIC / EPFO.
34. Instructions for Systematic Investment Plan (SIP) Top-up  
SIP Top-up Facility is not available under Micro SIPs
1. SIP Top-up is a facility wherein an investor who wishes to enrol for SIP, has an option to increase the amount of the SIP installment by a fixed amount at pre-defined intervals i.e. half yearly and yearly. The SIP Top-up amount should be filled in the SIP Enrolment Form itself.
  2. The SIP Top-up amount should be in multiples of Rs. 500/- only.
  3. The SIP Top-up option is only available for monthly SIP.
  4. In case the top-up frequency is not indicated under Monthly SIP, it will be considered as half yearly interval.

**35. Employee Unique Identification Number (EUIN):**

SEBI has made it compulsory for every employee/ relationship manager/ sales person of the distributor of Mutual Fund products to quote the EUIN obtained by him/her from AMFI in the Application Form. EUIN, particularly in advisory transactions, would assist in addressing any instance of mis-selling even if the employee/relationship manager/sales person later leaves the employment of the distributor. Individual ARN holders including senior citizens distributing

Mutual Fund products are also required to obtain and quote EUIN in the Application Form. Hence, if your investments are routed through a distributor please ensure that the EUIN is correctly filled up in the Application Form. However, if your distributor has not given you any advice pertaining to the investment, the EUIN box may be left blank. In this case, you are required to provide a duly signed declaration to this effect. Distributors are advised to ensure that the sub broker affixes his/her ARN code in the column separately provided in addition to the current practice of affixing the internal code issued by the main ARN holder and the EUIN of the Sales Person (if any) in the EUIN space.

**MUTUAL FUND INVESTMENTS ARE SUBJECT TO MARKET RISKS, READ ALL SCHEME RELATED DOCUMENTS CAREFULLY.**

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