

# Mutual Funds

Aditya Birla Sun Life Mutual Fund



# ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

## Step-UP Facility in existing Systematic Investment Plan (SIP/CSIP)

ARN-4464 E032737

REGISTRATION OF SIP/CSIP TO STEP-UP  CONVERSION OF STEP-UP TO SIP/CSIP

VIKRAM S. BAGADTHEY

UNITHOLDER'S NAME	Folio No.

### DETAILS OF EXISTING SIP/CSIP INVESTMENT WHERE IN STEP-UP HAS TO BE REGISTERED / CANCELLED

SIP/CSIP Frequency (✓):	<input type="checkbox"/> Weekly <input type="checkbox"/> Monthly	
Scheme Name & Plan :		
Option/Sub-Option:		
Each SIP/CSIP amount: ₹	Rupees in words:	
SIP/CSIP Date: DD	SIP/CSIP Start Month & Year: MMYYYY	SIP/CSIP End Month & Year: MMYYYY

### SIP/CSIP STEP-UP DETAILS

Step Up	Step Up Amount: <input type="checkbox"/> 500/- <input type="checkbox"/> 1000/- <input type="checkbox"/> Other (In multiple of 500/-) _____
	Step Up Frequency: <input type="checkbox"/> Half Yearly <input type="checkbox"/> Yearly *Step Up Max Amount: _____
<input type="checkbox"/> Use existing One Time Mandate (To be filled in case of more than one OTM registration)	
Bank Name	A/c No.

### Signature(s) as per Aditya Birla Sun Life Mutual Fund Records (Mandatory)

Name of First Applicant	Name of Second Applicant	Name of Third Applicant
First Applicant	Second Applicant	Third Applicant

### DEBIT MANDATE-ONE TIME MANDATE / NACH / AUTO DEBIT [Applicable for Lumpsum Additional Purchases as well as SIP Registrations] Please attach a cancelled cheque/cheque copy.

(tick✓) UMRN \_\_\_\_\_ Date DDMMYY

<input checked="" type="checkbox"/> CREATE	Sponsor Bank Code _____ Office use only	Utility Code _____ Office use only
<input checked="" type="checkbox"/> MODIFY	I/We hereby authorize: <b>ADITYA BIRLA SUN LIFE MUTUAL FUND</b>	to debit (tick✓) <input type="checkbox"/> SB <input type="checkbox"/> CA <input type="checkbox"/> CC <input type="checkbox"/> SB-NRE <input type="checkbox"/> SB-NRO <input type="checkbox"/> Other
<input checked="" type="checkbox"/> CANCEL	Bank A/c No.: _____	
With Bank:	Bank Name & Branch _____ IFSC _____	OR MICR _____
an amount of Rupees	₹ _____	
FREQUENCY	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Half Yearly <input type="checkbox"/> Yearly <input checked="" type="checkbox"/> As & when presented	DEBIT TYPE <input type="checkbox"/> Fixed Amount <input checked="" type="checkbox"/> Maximum Amount
Reference 1	Folio No: _____	Mobile _____
Reference 2	Appln No: _____	Email: _____

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 bank.

PERIOD From \_\_\_\_\_ to 31122099 or  Until Cancelled

1. Sign ..... 2. Sign ..... 3. Sign .....

Name as in bank records (mandatory) Name as in bank records (mandatory) Name as in bank records (mandatory)

**Declaration:** This is to confirm that the declaration has been carefully read, understood & made by me/us. I am authorizing Aditya Birla Sun Life Mutual Fund to debit my account based on the instructions as agreed and signed by me. I have understood that I am authorised to cancel/amend this mandate by appropriately communicating the cancellation/amendment request to Aditya Birla Sun Life Mutual Fund or the bank where I have authorised the debit.

### ACKNOWLEDGEMENT - Aditya Birla Sun Life Mutual Fund - SIP/CSIP STEP-UP FACILITY FOR EXISTING INVESTORS

Name of the Investor: _____	Folio No. _____
Scheme Name, Plan & Option: _____	STEP-Up Frequency (✓): _____
SIP/CSIP STEP-UP Amount: ₹ _____	STEP-Up Cap Amount: ₹ _____

## A. TERMS & CONDITIONS FOR STEP-UP FACILITY IN EXISTING SYSTEMATIC INVESTMENT PLAN (SIP/CSIP)

- 1) This facility will allow investor to opt for STEP-UP in their existing SIP/CSIP, which are routed through Direct Debit/ECS/SI and NACH mode.
- 2) Separate form has to be used for each SIP/CSIP.
  - SIP STEP-UP in NACH/DD/ECS/SI option can be given to the extent of the maximum amount of existing mandate amount linked to the respective SIP/CSIP.
  - Else the investor will be required to give the new mandate request with enhance amount with the STEP-UP request.
- 3) In case, an investor has more than one existing SIP/CSIP in a single folio in the same scheme with a single distributor, unless specifically instructed by the investor, the STEP-up request shall be considered for the first registered SIP/CSIP.
- 4) Investors/unit holders subscribing for this facility are required to submit the request at least 30 days prior to the SIP/CSIP date. STEP-UP will be applicable from next effective SIP/CSIP installment.
- 5) SIP/CSIP STEP UP will be allowed in Micro SIP/CSIP folio subject to condition that total investment including SIP STEP UP does not exceed ₹ 50,000/- in a rolling 12 month period or financial year i.e. April to March, the limit on Micro SIP/CSIP investments.

For minor folio, Stepup will be registered till minor attains majority.
- 6) In case of rejection of new mandate by investor's banker, SIP would be terminated.
- 7) The investor agrees to avail the STEP UP facility for SIP/CSIP and authorize his/her bank to execute the NACH for a further increase in installment from his/her designated account.
- 8) STEP-UP SIP/CSIP
  - a. Frequency for Step-Up SIP/CSIP:
    - i. Half Yearly Step-Up SIP/CSIP: Under this option, the amount of investment through SIP installment shall be increased by amount chosen/designated by Investor post every 6th (sixth) SIP/CSIP installment.
    - ii. Yearly Step-Up SIP/CSIP: Under this option, the amount of investment through SIP/CSIP installment shall be increased by amount chosen/designated by Investor post every 12th (twelfth) SIP/CSIP installment.
  - b. Minimum Step-Up SIP/CSIP Amount: ₹ 500 and in multiples of ₹ 500 thereafter.
  - c. Default Step-Up SIP/CSIP Frequency and amount: In case the investor fails to specify any frequency or amount for Step-Up SIP/CSIP, the same shall be deemed as Yearly Step-Up SIP/CSIP and ₹ 500 respectively and the application form shall be processed accordingly. In case the investor fails to specify both, i.e. the frequency for Step-Up SIP/CSIP and amount for Step-Up SIP/CSIP, the application form may be processed as conventional SIP/CSIP, subject to it being complete in all other aspects.
  - d. SIP/CSIP application form has "Max Cap Amount", Step up will be registered till each SIP amount reaches max cap amount. Further max cap amount would remain constant for continuing future instalments till its SIP/CSIP End date.
    - OTM max amount and Cap amt should be same, if it is different then which ever is less would be considered as Cap amount.
    - If investor fails to mention the "Max Cap Amount" then step up would continue as per the frequency/step up amt mentioned on the application form considering the OTM max amount.
    - For Century Step up - Insurance coverage amount would be calculated basis the 1st installment amount.
- 9) Conversion of Step-Up to SIP/CSIP
  - Where STEP-UP SIP/CSIP will be converted to normal SIP/CSIP, each SIP/CSIP amount will be the last STEP-UP amount triggered in the STEP-UP registration and continue as normal SIP/CSIP.
  - Investor / Unit holder subscribing for this facility are required to submit the request at least 30 days prior to the SIP/CSIP date.
- 10) In case the existing registration details mentioned in the form is incorrect the request would be rejected.