



(PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING UP THE FORM)
COMMON APPLICATION FORM [For Resident Indians and NRIs/FIIs]

Application No. _____

1. EXISTING UNIT HOLDER INFORMATION (Please fill in your Folio No. & Name and then proceed to section 4. Applicable details and Mode of holdings will be as per the existing Folio Number)

Folio No. _____ DATE OF BIRTH (Mandatory in case of Minor) DD MM YYYY
 NAME OF FIRST / SOLE APPLICANT MIN# _____
 Mr. Ms. M/s. _____
 *If MIN not allotted then whether KYC confirmation letter issued by CVL Yes No (refer Instruction No.4 on page 5)
 NAME OF GUARDIAN / CONTACT PERSON & DESIGNATION / POWER OF ATTORNEY HOLDER MIN# _____
 (in case of First / Sole Applicant is a Minor) / (in case of non-individual Investors)
 Mr. Ms. M/s. _____
 *If MIN not allotted then whether KYC confirmation letter issued by CVL Yes No (refer Instruction No.4 on page 5)

2. STATUS (of First / Sole Applicant) [Please tick (✓)] Refer Inst. No. 2(iv) for documents to be submitted

Individual Partnership Club/Society NRI
 HUF Company AOP Trust
 Minor through guardian Body Corporate BOI FIs
 Others _____ (please specify)

MODE OF HOLDING [Please tick(✓)] Refer Inst. No. 2(v)

Single
 Joint
 Anyone or Survivor

OCCUPATION (of First / Sole Applicant) [Please tick (✓)]

Service Student Professional
 Housewife Business Retired
 Agriculture
 Others _____ (Please Specify)

3. UNIT HOLDER INFORMATION (Refer Instruction 2)

NAME OF THE SECOND APPLICANT MIN# _____
 Mr. Ms. M/s. _____
 *If MIN not allotted then whether KYC confirmation letter issued by CVL Yes No (refer Instruction No.4 on page 5)
 NAME OF THE THIRD APPLICANT MIN# _____
 Mr. Ms. M/s. _____
 *If MIN not allotted then whether KYC confirmation letter issued by CVL Yes No (refer Instruction No.4 on page 5)

MAILING ADDRESS OF FIRST / SOLE APPLICANT (P. O. Box Address may not be sufficient) (Indian Address in case of NRIs/FIIs)

 City _____ State _____ Pin Code _____

OVERSEAS ADDRESS (in case NRIs/FIIs) (P. O. Box Address is not sufficient)

CONTACT DETAILS OF FIRST / SOLE APPLICANT
 STD Code _____
 Tele (Office) _____ Tele (Resi.) _____ Mobile _____
 Fax _____ E-Mail _____

4. PAN & Other Details (Refer Instruction 3)

FIRST / SOLE APPLICANT / GUARDIAN	OR <input type="checkbox"/> (please tick ✓) Form 60/61 attached	Documents submitted <input type="checkbox"/> Board/Committee Resolution/Authority Letter <input type="checkbox"/> Memorandum & Articles of Association <input type="checkbox"/> Trust Deed <input type="checkbox"/> Partnership Deed <input type="checkbox"/> Bye-laws <input type="checkbox"/> List of authorised Signatories with names, designations & Specimen Signature <input type="checkbox"/> Overseas Auditor's certificate
SECOND APPLICANT	OR <input type="checkbox"/> (please tick ✓) Form 60/61 attached	
THIRD APPLICANT	OR <input type="checkbox"/> (please tick ✓) Form 60/61 attached	

5. BANK ACCOUNT DETAILS Please note that as per SEBI Regulations it is mandatory for investors to provide bank account details of First / Sole applicant (Refer Instruction 3)

Name of the Bank _____ Branch _____
 Account No. _____ Bank Address _____

 _____ Pin _____
 Account Type [Please tick (✓)] SAVINGS CURRENT NRE NRO FCNR NRSR

ACKNOWLEDGEMENT SLIP (To be filled in by the Investor)

Received from Mr / Ms / M/s _____ Application No. _____

Sl. No.	*Cheque / DD Favouring Scheme Name	Plan / Option / Sub Option	Amount Invested (Rs.)	Net Amount (Rs.)	Payment Details		Signature & Stamp
					Cheque / DD No.	Bank and Branch	
1	_____	_____	Less DD Charges	_____	_____	_____	
2	_____	_____	Less DD Charges	_____	_____	_____	
3	_____	_____	Less DD Charges	_____	_____	_____	

*All purchases are subject to realisation of Cheque / DD.

6. INVESTMENT DETAILS

No. _____

Separate cheque / demand draft must be issued for each investment, drawn in favour of respective scheme name. Please write appropriate scheme name as well as the Plan / Option / Sub Option. Details of the same are available on page no. 5, 6, 7 & 8 in the instruction section. (Please refer Instruction No. 9)

Sl. No.	*Cheque / DD Favours Scheme Name(refer instruction 5)	Plan / Option / Sub Option	Amount Invested (Rs.)	Net Amount Paid (Rs.)	Payment Details		Type of Account #
					Cheque / DD No.	Bank and Branch	
1	_____	_____	_____	_____	_____	_____	_____
			Less DD Charges				
2	_____	_____	_____	_____	_____	_____	_____
			Less DD Charges				
3	_____	_____	_____	_____	_____	_____	_____
			Less DD Charges				

(Type of Account : Savings / Current / NRE / NRO / FCNR / NRSR)

7. REDEMPTION / DIVIDEND REMITTANCE (Refer Instruction no. 8)

Unit holders having bank account with ABN Amro Bank, Citibank, Deutsche Bank, HDFC Bank, HSBC, ICICI Bank, IDBI Bank, Kotak Mahindra Bank, Standard Chartered Bank or UTI Bank will receive their Redemption/Dividend Payments (if any) directly into their bank account.

In case Unit holders wish to receive a cheque/demand draft (instead of a direct credit into their bank account), please indicate the preference below:

I/We want to receive the redemption and dividend proceeds (if any) **by way of a cheque/DD.** (Please in this box)

ELECTRONIC CLEARING SERVICE (ECS) for Dividends only

I authorise Birla Mutual Fund to credit my dividend payments through ECS
(Please Tick Yes)

Please quote 9 Digit Code No. of your Bank and Branch Corresponding to Bank Account Details given in Section 5 above.

(This number appears on every leaf of your chequebook after your cheque number)

IMPORTANT: Please attach a blank "cancelled" Cheque or a clear photocopy of a cheque issued by your bank verifying of the Code No.

8. E-MAIL COMMUNICATION/ON LINE ACCESS (Refer Instruction no. 10 & 12)

I/We wish to receive the following via e-mail Account Statement Quarterly Newsletter & Annual Report Transaction Confirmation

I would like to get on-line access which is subject to the terms & conditions mentioned in instruction no.12 & I/We agree to abide by the same. Yes No

9. NOMINATION (Refer instruction no. 7)

I/We do hereby nominate the person more particularly described hereunder to receive the amount to my / our credit in event of my / our death :

NOMINEE DETAILS

Name : _____
Address : _____
Date of Birth : _____
(In case nominee is minor)
Relationship : _____

Name of Guardian : _____
(In case nominee is minor)
Address of Guardian : _____
Signature of the Guardian : _____

Unit holder(s) :

Name Signature

1) _____
2) _____
3) _____

Witness(es) - (could be the same for all unit holders):
Name and Address Signature

1) _____
2) _____
3) _____

10. DECLARATION

The Trustee, Birla Mutual Fund
Dear Sirs,

Having read and understood the contents of the offer document(s) of the scheme(s), I/We hereby apply to the Trustee of Birla Mutual Fund for units of scheme(s) of Birla Mutual Fund as indicated above and agree to abide by the terms, conditions, rules and regulations of the scheme (s). I/We hereby declare that the particulars given herein are correct and complete. I/We confirm that I/we have not received and will not receive any commission or brokerage or any other incentive in any form, directly or indirectly, for subscribing to units issued under any of the scheme(s).

I/We hereby declare that the amount invested in the scheme(s) is through legitimate sources only and does not involve and is not designed for the purpose of any contravention or evasion of any Act, Rules, Regulations, Notifications or Directions of the provisions of Income Tax Act, 1961, Prevention of Money Laundering Act, 2002, Prevention of Corruption Act, 1988 or any other applicable laws enacted by the Government of India from time to time.

For NRIs/FIIs only: I/We confirm that I am/we are Non Residents of Indian Nationality/origin and that I/We have remitted funds from abroad through approved banking channels or from funds in my/our Non-resident External Account/FCNR account/NRO/NRSR Account.

SPECIMEN SIGNATURES(Refer Instruction no.1)

First Applicant

Second Applicant

Third Applicant





Birla Sun Life
Mutual Fund

SIP THROUGH ECS FACILITY

Registration Cum Mandate Form for ECS (Debit Clearing)
(Please refer the instructions overleaf)

Date

ARN- 3245

Advisor's Name & ARN

ARN-

Sub-Broker's Name & ARN

Stamp & Sign

Official Acceptance Point

Existing Investor

Folio No.

New Applicants

Application No.

(Also attach the application form duly filled & signed)

Request for

Registration of SIP Change in Bank Details

Name of Sole/
First Applicant

Sole / First Applicant

Second Applicant

Third Applicant

PAN*

Enclosed

PAN Proof or Form 60/61

PAN Proof or Form 60/61

PAN Proof or Form 60/61

*Mandatory for Investment >=Rs. 50,000

MIN#

Sole / First Applicant

Second Applicant

Third Applicant

#If MIN not allotted then whether KYC confirmation letter issued by CVL Yes No (refer Instruction No.4 on page 5)

E-Mail ID

please provide your email ID for mailing of Account Statement

SYSTEMATIC INVESTMENT PLAN

Scheme

Plan

Option

Start Date

DD/MM/YYYY

End Date

DD/MM/YYYY

First SIP vide Cheque No

Frequency (Please √) Monthly (Max 4 SIP dates in a month)
(Please √) Quarterly (Only one Date)

Drawn on

Bank Details

Cheque Amount (Rs.)

Refer instruction No.10

Dates 1st 7th 10th 14th 20th 21st 28th

Cheque Dated

DD/MM/YYYY

Note : ECS Debit for SIP investment will be subject to availability of dates offered by M/s. Tech Process Solutions Ltd (Previously M/s. Bill Junction Payments Ltd). at the respective location

BANK ACCOUNT DETAILS (MANDATORY)

Name of the
Bank

Branch & City
with Pin Code

Branch

City

Pin

Account Number

Account Type Current Savings NRO NRE

Account Holder Name
as in Bank Account

Each SIP Amount (Rs)

MICR Code

(This is the 9 Digit Number next to your Cheque Number)

I/We hereby authorise Birla Mutual Fund and their authorised service provider (Tech Process Solutions Ltd.), to debit the following bank account by ECS Debit Clearing for collection of SIP payments. I/We understand that the information provided by me/us may be shared with third parties for facilitating transaction processing for the auto debit process or for compliance with any legal or regulatory requirements. I/We hereby declare that the particulars given above are correct and express my/our willingness to make payments referred above through participation in ECS. If the transaction is delayed or not effected at all reasons of incomplete information. I/We will not hold responsible. I/We will also inform, about any changes in my bank account immediately. I/We have read and agreed to the terms and conditions mentioned overleaf.

SIGNATURE(S)

Sole / First Applicant

Second Applicant

Third Applicant

(To be signed by All Applicants if mode of operation is Joint) (As in Bank Records)

Authorisation of the Bank Account Holder : This is to inform that I/We have registered for RBI's Electronic Clearing Service (Debit Clearing) and that my/our payment towards my/our investment in Birla Mutual Fund shall be made from my/our below mentioned bank account with your bank. I/We authorise the representative carrying this ECS mandate Form to get it verified & executed.

Bank Account Number

Name & Signature(s)
(As in Bank Records)

Name of First Account Holder

Name of Second Account Holder

Name of Third Account Holder

Sole / First Applicant

Second Applicant

Third Applicant

(To be signed by All Applicants if mode of operation is Joint) (As in Bank Records)

SIP THROUGH ECS FACILITY

Birla Sun Life
Mutual Fund

Received From _____
an application for Systematic Investment Plan

Scheme	
Plan	
Option	

ACKNOWLEDGEMENT SLIP
APPLICATION / FOLIO NO.

Official Acceptance Point Stamp & Sign

SIP THROUGH ECS Facility : Terms & Conditions

(SIP payment through Electronic Clearing Service of the Reserve Bank of India)

[A. List of Cities for SIP through ECS (Auto Debit)]**

Delhi, Ludhiana, Amritsar, Jalandhar, Chandigarh, Kanpur, Allahabad, Varanasi, Lucknow, Agra, Jaipur, Rajkot, Ahmedabad, Baroda, Surat, Mumbai, Panjim, Pune, Kolhapur, Nasik, Aurangabad, Nagpur, Indore, Bhopal, Gwalior, Raipur, Hyderabad, Vijaywada, Vizag, Bangalore, Mangalore, Chennai, Trichy, Madurai, Coimbatore, Cochin, Trichur, Trivandrum, Kolkata, Bhubaneswar, Guwahati, Patna ** (subject to revisions in dates and locations offered)

B. SCHEMES AVAILABLE UNDER SIP

Birla Advantage Fund / Birla Asset Allocation Fund / Birla Balance / Birla Bond Plus / Birla Dynamic Bond Fund / Birla Dividend Yield Plus / Birla Equity Plan* / Birla Gilt Plus / Birla India Opportunities Fund / Birla Index Fund / Birla Income Plus / Birla Infrastructure Fund / Birla Midcap Fund / Birla MNC Fund / Birla MIP# / Birla MIP II# / Birla Sun Life Monthly Income# / Birla Sun Life Income Fund / Birla Sun Life Government Securities Fund / Birla Sun Life Equity Fund / Birla India GenNext Fund / Birla Sun Life New Millennium Fund / Birla Sun Life Buy India Fund / Birla Sun Life Basic Industries Fund / Birla Sun Life Frontline Equity Fund / Birla Sun Life '95 Fund / Birla Top 100 Fund / Birla Sun Life Tax Relief 96*

C. INSTRUCTIONS

1. New investors who wish to enrol for SIP should fill this form in addition to the Common Application Form. Please quote the application number of the Common Application Form on this SIP Form. Details of the SIP should be provided on this form. Both Forms should be submitted together. Existing investors need to fill up only this form.
2. For multiple transactions under more than one scheme, please use separate forms with one cheque each.
3. **This form should be submitted at least 30 working days before the first Debit through ECS.**
4. **Investors should mandatorily give a cheque for the first SIP transaction drawn on the same bank account which is to be registered for ECS (Auto Debit).**
5. The investor has the right to discontinue SIP at any time he/she so desires by sending a written request at least 30 working days in advance of the immediate next due date to any of the offices of Birla Mutual Fund or its Authorised Collection Centres. On receipt of such request SIP will be terminated.
6. Investors can change the SIP amount by submitting the following documents at least 30 working days before the next ECS debit date :
 - a) A new 'SIP through ECS Facility' Form with revised SIP amount details.
 - b) Letter to discontinue the existing SIP.
7. In order to change the existing bank account for SIP Auto Debit, investors need to submit a new 'SIP through ECS Facility' Form at least 30 working days before the next ECS Debit date with revised bank mandate.
8. Investor with existing SIP facility through Post Dated Cheques can also avail of this facility by submitting the following documents at least 30 working days before the next ECS Debit date :
 - a) SIP through ECS Facility Form along with one mandatory cheque.
 - b) Letter requesting to cancel the existing SIP through PDCs and for returning all the remaining PDCs.
9. **In case the 'End Date' is not mentioned by the investor in the ECS Facility Form, the same would be considered as 31st December, 2025 by default**
10. Minimum Amount :
 - A) For Monthly SIP : (i) Birla Equity Plan* and Birla Sun Life Tax Relief '96*: Minimum 6 installments^ of Rs. 500/- each and above.
(ii) Other Schemes: Minimum 6 installments^ of Rs. 1,000/- each and above.
 - B) For Quarterly SIP : (i) Birla Equity Plan and Birla Sun Life Tax Relief '96: Minimum 4 installments^ of Rs. 500/- each and above.
(ii) Other Schemes: Minimum 4 installments^ of Rs. 2,000/- each and above.
^(including the first installment)
11. Fast Forward Facility: Investors can opt for multiple dates within a month in case of monthly SIP. Investors may choose maximum upto 4 dates from the following dates: 1st and/or 7th and/or 10th and/or 14th and/or 20th and/or 21st and/or 28th of every month.
12. **Default Dates: In case of any ambiguity in selection of investment frequency, the SIP date will be 7 of each month / quarter. In case where more than 4 dates are specified, default dates will be 7, 14, 21 & 28 of each month.**
13. This facility is offered to the investors having bank account in select cities mentioned above.
14. The cities in the list may be modified/updated/changed/removed at any time in future entirely at the discretion of Birla Mutual Fund without assigning any reasons or prior notice if any city is removed, SIP instruction for investors in such cities via ECS (Debit) route will be discontinued without prior notice.
15. The name of the bank provided for ECS (Debit) should participate in local MICR clearing.
16. The investor hereby agrees to abide by the terms and conditions of ECS facility of Reserve Bank of India (RBI).
17. Investors will not hold Birla Mutual Fund, its Registrars and other service providers responsible if the transaction is delayed or not effected or the investor bank account is debited in advance or after the specific SIP date due to various clearing cycles of ECS.
18. Birla Mutual Fund, its Registrars and other service providers 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 this facility and takes full responsibility.
19. Birla Mutual Fund reserves the right to reject any application without assigning any reason thereof.
20. Units will be Allotted at the NAV related prices of the 1st and/or 7th and/or 14th and/or 20th and/or 21st and/or 28th of every month (or next business day, if 1st and/or 7th and/or 14th and/or 20th and/or 21st and/or 28th is a non business day). An account statement will be dispatched to the unit holders once every quarter within 10 working days of the end of each quarter. The first account statement will be issued within 10 working days of the initial investment. Further an updated account statement will be sent after each transaction under the special products wherever, e-mail address has been provided, the account statement will be sent through e-mail only.
21. An application for Purchase of Units amounting to Rs. 50,000/- or more should quote PAN of the applicant, (In case of Joint applicants, PAN of all holders) along with documentary proof of PAN (Photocopy of PAN card). In case of a minor, PAN details of the Guardian must be submitted. In case a person does not have a PAN, a declaration in Form 60/Form 61 (as applicable) alongwith proof of address must be submitted. Applications without this would be rejected by the Mutual Fund without any reference to the investor.

D. LOAD STRUCTURE

SIP Entry Load: As applicable to the respective Schemes.

Exit Load: As applicable to the respective Schemes.

An open-end income Scheme. Monthly income is not assured and is subject to availability of distributable surplus.

*An Open ended Equity Linked Savings Scheme (ELSS) (All investments in the scheme are subject to a lock-in period of 3 years from the date of allotment)

APPLICATION FOR STANDING INSTRUCTION'S FOR HDFC BANK LTD.

(Please refer the instructions overleaf)

Date DD/MM/YYYY

Investment Advisor's Name & ARN

Sub-Broker's Name & ARN

Official Acceptance Point

ARN-3245	ARN-	Stamp & Sign
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APPLICATION NO.	NAME OF FIRST APPLICANT/FIRST APPLICANT

PAN* Sole / First Applicant	Second Applicant	Third Applicant
Enclosed <input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61	<input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61	<input type="checkbox"/> PAN Proof or <input type="checkbox"/> Form 60/61

*Mandatory for Investment >=Rs. 50,000

MIN# Sole / First Applicant	Second Applicant	Third Applicant
*If MIN not allotted then whether KYC confirmation letter issued by CVL <input type="checkbox"/> Yes <input type="checkbox"/> No (refer Instruction No.14 on page 16)		
E-Mail ID please provide your email ID for mailing of Account Statement		

To,
Manager
HDFC BANK LTD.

Folio No.

_____ Branch

Sub: Request for maintenance of a Standing Instruction for SIP with Birla Mutual Fund

I/We, _____, hereby authorise you to deduct on a monthly basis (as a Standing Instruction) from my/our A/c No. _____ (hereinafter referred as 'funding account') or Rs.* _____ (Rupees _____ only)* and remit the same to Birla Mutual Fund as per the details given below : *Refer instruction No. 7

Nature of Instruction	: Standing Instruction										
Purpose of Standing Instructions	: Payment of SIP (Name of MF scheme) _____										
Debit HDFC Account Number	: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>										
Name of the Bank Account Holder	: 										
Name of the Beneficiary	: Birla Mutual Fund Standing Instruction A/c No. 0602090002386										
Frequency	: Monthly										
Start Date (10th of any month only)	: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;">1</td><td style="width: 20px; height: 20px;">0</td><td style="width: 20px; height: 20px;">/</td><td style="width: 20px; height: 20px;">/</td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> (DD/MM/YYYY)	1	0	/	/						
1	0	/	/								
End Date (10th of any month only)	: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;">1</td><td style="width: 20px; height: 20px;">0</td><td style="width: 20px; height: 20px;">/</td><td style="width: 20px; height: 20px;">/</td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> (DD/MM/YYYY)	1	0	/	/						
1	0	/	/								

I/We undertake to keep sufficient funds in the funding account on the date of execution of standing instruction. I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the Mutual Fund or the Bank responsible. If the date of debit to my/ our account happens to be a non business day as per the Mutual Fund, execution of the SIP will happen on the day of holiday and allotment of units will happen as per the Terms and Conditions listed in the Offer Document of the Mutual Fund. HDFC Bank shall not be liable for, nor be in default by reason of, any failure or delay in completion of its obligations under this Agreement, 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, lightening, earthquake, change of Government policies, Unavailability of Bank's computer system, force majeure events, or any other cause of peril which is beyond HDFC Bank's reasonable control and which has the effect of preventing the performance of the contract by HDFC Bank.

Yours faithfully,

Note : Please refer instruction overleaf before submitting the form

(Signature/s of Bank Account Holder/s) _____

For Branch Use only : (To be returned to Birla Mutual Fund) Form No. :

Signature Verified by :	Approved by BM :
For CPU Use only :	
Maintained on :	
Name of the A/c Holder/s :	Account Number/s :
SI Start Date : SI End Date :	Next SI Date : Amount :
Maintained by :	