

# SIP APPLICATION FORM

(to be filled & submitted with Common Application Form)



**Birla Sun Life**  
Mutual Fund

(PLEASE READ THE INSTRUCTIONS BEFORE FILLING UP THE FORM)

## SIP THROUGH ECS / AUTO DEBIT FACILITY Registration Cum Mandate Form for ECS (Debit Clearing)

Investor <b>ARN-7671</b> ARN	Sub-Broker's Name & ARN	Stamp & Sign	Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Ref. Instruction No. D-22		Official Acceptance Point	

Existing Investor Folio No.	New Application No.	Request for <input type="checkbox"/> Registration of SIP <input type="checkbox"/> Renewal of SIP <input type="checkbox"/> Change in Bank Details
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### 1. APPLICANT INFORMATION (MANDATORY)

<b>NAME OF FIRST / SOLE APPLICANT</b> Mr. Ms. M/s.	PAN* (Mandatory for investors)	KYC Complied <input type="checkbox"/>
<b>NAME OF THE SECOND APPLICANT</b> Mr. Ms. M/s.	PAN* (Mandatory for investors)	KYC Complied <input type="checkbox"/>
<b>NAME OF THE THIRD APPLICANT</b> Mr. Ms. M/s.	PAN* (Mandatory for investors)	KYC Complied <input type="checkbox"/>
<b>NAME OF THE GUARDIAN</b> (in case of First / Sole Applicant is a Minor) / <b>CONTACT PERSON – DESIGNATION</b> (in case of non-individual Investors) Mr. Ms. M/s.	PAN* (Mandatory for investors)	KYC Complied <input type="checkbox"/>
E-mail ID	please provide your email ID for mailing of Account Statement	

Ref. Instruction No. D-21

### 2. SYSTEMATIC INVESTMENT PLAN (SIP)

SCHEME	PLAN	OPTION
<b>SWEEP TO</b> (Ref. Instruction D-23)	SCHEME	PLAN / OPTION
<b>First Installment has to be through Cheque / DD.</b> 1st SIP Cheque / DD No.		1st Cheque Dated <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Drawn on Bank		Amount (Rs.) (in figures)
Total No. of SIP's 1st Cheque + =	Total Installment's	SIP Start Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
SIP Date (Only one date) <input type="checkbox"/> 1st <input type="checkbox"/> 7th <input type="checkbox"/> 10th <input type="checkbox"/> 14th <input type="checkbox"/> 20th <input type="checkbox"/> 21st <input type="checkbox"/> 28th		SIP End Date <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Frequency <b>[Please tick (✓)]</b> <input type="checkbox"/> MONTHLY (max 4 SIP dates in a months) <input type="checkbox"/> QUARTERLY (Only one date)		
Each SIP Amount (Rs.)		Ref. Instruction No. D-26

### 3. ECS DEBIT BANK ACCOUNT DETAILS (MANDATORY)

Name of 1st Applicant as in Bank Records	
Name of Bank	Branch
City	Pin Code
Account Type <b>[Please tick (✓)]</b> <input type="checkbox"/> SAVINGS <input type="checkbox"/> CURRENT <input type="checkbox"/> OTHERS (please specify)	MICR CODE

**This is a 9 digit number next to your Cheque Number.**

I/We hereby authorise Birla Sun Life Mutual Fund and their authorised service provider to debit the above 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
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(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 Sun Life 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. Mandate verification charges if any, may be charged to my / our account

<b>Bank Account Number</b>	
Name of First Account Holder	Name of Second Account Holder
Name of Third Account Holder	
First Account Holder	Second Account Holder
Third Account Holder	

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

Signature verified & Debit mandate received  Yes  No

Authorisation of Branch Manager & Date

### ACKNOWLEDGEMENT SLIP (To be filled in by the Investor) SIP THROUGH ECS FACILITY APPLICATION FORM

	<b>Birla Sun Life Asset Management Company Limited</b> Ahura Centre, 2nd Floor, Tower 'A', 96/A-D, Mahakali Caves Road, Andheri (E), Mumbai-400 093 Tel.: 022-66928000 Toll Free : 1800-270-7000   sms 'GAIN' to 56161   Email: connect@birlasunlife.com	Application No. <b>WCA00327</b> Collection Centre / AMC Stamp & Signature
Received from Mr. / Ms.	Date : / /	

# 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]\*\*

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

\*\* (subject to revisions in dates and locations offered)

## [B. LIST OF CITIES FOR SIP THROUGH AUTO DEBIT]\*\*

Punjab National Bank (All branches under core banking), Bank of Baroda (All branches under core banking), Union Bank of India (All branches under core banking), Bank of India (All branches under core banking), IDBI (All Branches), HDFC (All Branches), Axis Bank (All Branches), IndusInd Bank (All Branches), ICICI Bank (All Branches), Kotak Bank (All Branches)

\*\* (subject to revisions in dates and locations offered)

## C. SCHEMES AVAILABLE UNDER SIP

Birla Sun Life Advantage Fund / Birla Sun Life Dividend Yield Plus / Birla Sun Life Tax Plan\* / Birla Sun Life India Opportunities Fund / Birla Sun Life MNC Fund / Birla Sun Life Midcap Fund / Birla Sun Life India GenNext Fund / Birla Sun Life Equity 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 Tax Relief '96\* / Birla Sun Life Commodity Equities Fund / Birla Sun Life '95 Fund / Birla Sun Life Freedom Fund / Birla Sun Life Top 100 Fund / Birla Sun Life Infrastructure Fund / Birla Sun Life International Equity Fund / Birla Sun Life Index Fund / Birla Sun Life Special Situations Fund, Birla Sun Life Savings Fund / Birla Sun Life Short Term Opportunities Fund / Birla Sun Life Dynamic Bond Fund / Birla Sun Life Floating Rate Fund - Long Term Plan / Birla Sun Life Gift Plus / Birla Sun Life Income Plus / Birla Sun Life Government Securities Fund / Birla Sun Life MIP# / Birla Sun Life MIP II# / Birla Sun Life Monthly Income# / Birla Sun Life Short Term Fund / Birla Sun Life Income Fund / Birla Sun Life Medium Term Plan.

# 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)

## D. INSTRUCTIONS

### General Instructions

- New investors who wish to enroll 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. Single scheme is allowed per application. For multiple transactions, please fill separate forms with first purchase cheque.
- Existing investors needs to fill up only this form and first purchase cheque with existing folio details
- This facility is offered to the investors having bank account in selected cities mentioned above.
- The cities in the list may be modified/updated/changed/removed at any time in future entirely at the discretion of Birla Sun Life 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.
- The name of the bank provided for ECS (Debit) should participate in local MICR clearing.
- The investor hereby agrees to abide by the terms and conditions of ECS facility of Reserve Bank of India (RBI).
- SIP Form should be submitted 30 days before the first Debit through ECS.

### Mandatory Details

- Investors should mandatory give a cheque for the first SIP transaction drawn on the same bank account, which is to be registered for ECS (Auto Debit).
- Initial investment amount and subsequent sip amount should be same.
- Investor should provide 9 digit MICR code for ECS transaction and complete bank address for SIP auto debit transactions. MICR starting with 000 and end with 000 will not be acceptable for ECS transactions.

### Default Details

- 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
- 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
- Minimum Amount:  
A) For Monthly SIP : (i) Birla Sun Life Tax 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 Sun Life Tax 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)  
The amount of first purchase and subsequent SIP amounts should be same.
- Allotment of Units  
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.
- 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.
- Change of Amount  
Investors can change the SIP amount by submitting the following documents 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
- Change of Bank  
In order to change the existing bank account for ECS/SIP Auto Debit investors need to submit following documents 30 working days before the next SIP debit  
a) A new 'SIP through ECS Facility' Form with Change of bank details and cancelled cheque of new bank.  
b) Letter to discontinue the existing SIP
- Discontinue / Cancellation of SIP  
The investor has the right to discontinue SIP at any time he/she so desires by sending a written request 30 working days in advance of the immediate next due date to any of the offices of Birla Sun Life Mutual Fund or its Authorized Collection Centres. On receipt of such request SIP will be terminated.
- Conversion of PDC facility in to ECS/ Auto debit Facility

# 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)

Investor with existing SIP facility through Post Dated Cheques can also avail of this facility by submitting the following documents 30 working days before the next ECS Debit date :

- SIP through ECS Facility Form along with one mandatory cheque.
  - Letter requesting to cancel the existing SIP through PDCs and for returning all the remaining PDCs.
- Disclaimer  
1. Investors will not hold Birla Sun Life 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.  
2. Birla Sun Life 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.  
3. Birla Sun Life Mutual Fund reserves the right to reject any application without assigning any reason thereof.
  - It is compulsory for all investors to quote their Permanent Account Number (PAN) and submit copy of the PAN card issued by the Income Tax Department, irrespective of the amount of investment, while making an application for Purchase of Units. In case of joint applicants, PAN details of all holders should be submitted. In case the investor making the application is a minor, PAN details of the Guardian must be submitted. Investors residing in the state of Sikkim are exempt from the mandatory requirement of PAN proof submission, however sufficient documentary evidence shall have to be submitted to Birla Sun Life Mutual Fund for verifying that they are residents of State of Sikkim.
  - DIRECT APPLICATIONS : Investors should ensure to write the word 'DIRECT' in the column 'ARN No' or 'Broker Code' in their applications for purchases/additional purchases/switches/fresh Systematic Investment Plans (SIP)/ fresh Systematic Transfer Plans (STP) in all such cases where applications are not routed through any distributor/agent/broker. In cases where unit holder uses a pre-printed transaction slip/application form where details in the 'ARN No' or 'Broker Code' column is already printed, unit holder should cancel the ARN No/ Broker Code, write 'DIRECT' in the said column. It should also be counter signed by the unit holder/ all joint holder(s). Transactions slips/application forms where the column under 'ARN No' or 'Broker Code' is provided, has to be filled by the unit holder as 'DIRECT' for processing the same as Direct applications. Investors can submit their applications for purchases/additional purchases/switches/fresh SIP/fresh STP at any of the Official Point(s) of Acceptance of Birla Sun Life Mutual Fund. The list of Official Point(s) of Acceptance is available on the website of Birla Sun Life Mutual Fund ([www.birlasunlife.com](http://www.birlasunlife.com)).
  - DIVIDEND SWEEP FACILITY: Under this Facility the Unitholders can opt for switching the dividend earned under any of the Open-ended Equity Scheme into any other Open-ended Equity Scheme or into the Retail Plan (wherever available) of any of the following Open ended schemes of Birla Sun Life Mutual Fund viz. Birla Sun Life Savings Fund, Birla Sun Life Short Term Fund, Birla Sun Life Income Fund, Birla Sun Life Income Plus, Birla Sun Life Cash Manager, Birla Sun Life Gift Plus, Birla Sun Life Government Securities Fund, Birla Sun Life Dynamic Bond Fund, Birla Sun Life Medium Term Plan, Birla Sun Life Monthly Income, Birla Sun Life MIP, Birla Sun Life MIP II or Birla Sun Life Short Term Opportunities Fund. In case the investor fails to specify his preference of Option/Facility for the scheme into which the dividend has to be swept, Growth option under the respective Scheme/Plan shall be default option and the application form shall be processed accordingly.
  - KNOW YOUR CUSTOMER (KYC): According to guidelines issued by SEBI under "The Prevention of Money Laundering Act, 2002, Mutual Funds are required to follow enhanced know your customer (KYC) norms. According to enhanced KYC norms, it is made compulsory for all investors to be KYC compliant while making an application for subscription of units, amounting to Rs. 50,000 and above, w.e.f. February 1, 2008. Birla Sun Life Asset Management Company has made arrangements with CDSL Ventures Limited ("CVL"), to process KYC compliance. Investors can visit branches of BSLAMC or may visit [www.birlasunlife.com](http://www.birlasunlife.com), [www.amfiindia.com](http://www.amfiindia.com) and [www.cdslindia.com](http://www.cdslindia.com) to know detailed procedure for KYC compliance. On submission of KYC application alongwith the prescribed documents "KYC Acknowledgement letter" will be issued by CVL to the applicant. Applications for subscriptions of value of Rs. 50,000 and above without a valid KYC compliance may be rejected. Provided further, where it is not possible to verify the KYC compliance status of the investor at the time of allotment of units, the BSLAMC shall verify the KYC compliance status of the investor within a reasonable time after the allotment of units. In the event of non compliance of KYC requirements, the BSLAMC reserves the right to freeze the folio of the investor(s) for any kind of transactions or affect mandatory redemption of unit holdings of the investors at the applicable NAV, subject to payment of exit load, if any and recovery of unamortized NFO expenses. Investors who have obtained MIN allotment letter by submitting the PAN copy are deemed to be KYC compliant. Investors should note that on completion of KYC Compliance all details of the investor in the Mutual Fund records will be replaced by the details as given in KYC Application Form by the investor to the CVL. Any change in this details like change of Name / Address / Status / Signature, etc. should be given by Investor directly to CVL in the prescribed manner.
  - MONTHLY DIVIDEND SWEEP FOR BIRLA SUN LIFE DYNAMIC BOND FUND: Under this option the Unitholders can opt for switching the dividend earned under the Scheme into any other Open-ended Equity Scheme or Balanced Scheme of Birla Sun Life Mutual Fund as opted by the Unitholder. The dividend (net of applicable TDS, if any) shall be switched subject to minimum investment/sweep amount of Rs. 1000 or the minimum investment eligibility criteria of the scheme into which the dividend is swept in; whichever is higher, at applicable NAV based prices plus applicable load, (ex-dividend NAV, if the opted Scheme has a record date on the date of exercise of sweep option).
  - Mandatory Field: If this field is left blank. The SIP Application form is liable to be rejected.**

## ACKNOWLEDGEMENT SLIP (To be filled in by the Investor) SIP THROUGH ECS FACILITY APPLICATION FORM

an application for **SYSTEMATIC INVESTMENT PLAN THROUGH ECS FACILITY**

Scheme Name \_\_\_\_\_ Plan \_\_\_\_\_ Option \_\_\_\_\_

Sweep To:- Scheme Name \_\_\_\_\_ Plan \_\_\_\_\_ Option \_\_\_\_\_

Amount (Rs.) \_\_\_\_\_