

# SIP REGISTRATION CUM MANDATE FORM (OTM/PDC)



New Investors subscribing to the scheme through SIP must complete this form compulsorily alongwith Common Application Form  
Application should be submitted atleast 30 days before the 1st debit  
\*Mandatory

ARN* / RIA Code	Sub-broker ARN Code	Employee Unique Identification Number (EUIIN)	Sub-broker code	RM Code
				INTERNAL

\*Investors should mention the EUIIN of the person who has advised the investor if left blanks, 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'

<input checked="" type="checkbox"/> SIGN HERE First/Sole Applicant/Guardian/Power of Attorney Holder	<input checked="" type="checkbox"/> SIGN HERE Second Applicant	<input checked="" type="checkbox"/> SIGN HERE Third Applicant
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All sections to be filled in English and BLOCK LETTERS. Use this form If you are making a one time investment. For SIP investment use the separate SIP Form. All columns marked\* are mandatory.

## 01. INVESTOR NAME AND DETAILS

Folio No.  Existing unit holders: Please mention your Folio Number. New applicants: Please/mention Common Application No.

First Applicant's Name/Minor Name FIRST MIDDLE LAST New KYC

## 02. SIP DETAILS (Please ✓ any one) For multiple Schemes please use the "Multiple SIP Common Application Form".

SIP with first Cheque  SIP without Cheque  SIP through Post Dated Cheque  SIP through registered OTM

SIP Initial payment details					
Cheque No.	Cheque Date	Net Amount ₹	Bank Name	Branch	City

Scheme Name: LIC MF

Plan: Please tick(✓)  Direct  Regular  Option: Please tick(✓)  Growth  IDCW Reinvestment  IDCW payout

Amount/Each SIP Amount ₹ <input type="text"/>	SIP Date D D (Any date from 1st to 28th of a given month. Default date is 10th)	Frequency (Please mention anyone - Daily or Weekly (Default Friday) or Monthly (Default) or Quarterly.)	Weekly Day of Transfer (Monday to Friday)
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Installment Period: From Date  To Date  (SIP period should not exceed 40 years)

Please tick(✓), Default Option is Growth. Only Growth Option is Available under LIC MF Children Gift Fund. \*As per NPCI Circular dated 29th December, 2023, mandate can be for maximum duration of 40 years from the date of application.

## LIC MF STEP UP (Optional) (Please ✓ to avail this facility) STEP UP AMOUNT

Upto Date  SIP STEP UP  Frequency:  Half Yearly  Yearly (Default)

## 03. SIP THROUGH POST DATED CHEQUES

No. of cheques enclosed including first cheque Drawn on Bank and Branch

Account type  Cheque No. should be in continuous series From  To

## 04. UMRN DETAILS

Use Existing AOTM  Use Existing KOTM UMRN No.

Bank Name  Bank Account No.

## 05. DECLARATION AND SIGNATURE (To be signed by ALL UNIT HOLDERS if mode of holding is 'joint')\* DATE : / / PLACE :

I/We hereby declare that the particulars given in this mandate form are correct and express my willingness to make payments towards investment in the schemes of LIC Mutual Fund. I/We are aware that LIC Mutual Fund and its service providers and bank are authorized to process transactions by debiting my/our bank account through Direct Debit / NACH facility. If the transaction is delayed or not effected for reasons of incomplete or incorrect information, I/We would not hold the user institution responsible. I/We will also inform LIC Mutual Fund/RTA about any changes in my/our bank account. I/We confirm that the aggregate of the lump sum investment (fresh purchase & additional purchase) and SIP installments in rolling 12 months period or financial year i.e. April to March does not exceed Rs. 50,000/- (Rupees Fifty Thousand) (applicable for "Micro investments" only). 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 have read, understood and agreed to the terms and conditions and contents of the SID, SAI, KIM and Addenda issued from time to time of the respective Scheme(s) of LIC Mutual Fund. I/We hereby authorize the bank to honour such payments for which I/We have signed and endorsed the Mandate Form. I/We hereby accord my/our consent to LIC MF for receiving the promotional information/material via email, SMS, telemarketing calls etc. on the mobile number and email provided by me/us in this Application Form.

<input checked="" type="checkbox"/> SIGN HERE First/Sole Applicant/Guardian/Power of Attorney Holder	<input checked="" type="checkbox"/> SIGN HERE Second Applicant	<input checked="" type="checkbox"/> SIGN HERE Third Applicant
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## One Time Mandate Registration Form/ Debit Mandate Form NACH/Direct Debit

UMRN  OFFICE USE ONLY  Date  Utility Code   Create  Modify  Cancel

Sponsor Bank Code  I/We authorize  LIC Mutual Fund

To debit (✓)  SB  CA  CC  NRE  NRO  Others  Bank A/c No.

With Bank  IFSC/MICR

an amount of Rupees  ₹

Debit Type  Fixed Amount  Maximum Amount Frequency  Monthly  Quarterly  Half Yearly  Yearly  As & when presented

Reference Folio No./App No.  Reference 2  All Schemes of LIC Mutual Fund

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 & 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 authorized 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.

From  To  Maximum period of validity of this mandate is 40 years only.

Maximum period of validity of this mandate is 40 years only.  Signature of Primary Bank Account Holder  Signature of Account Holder  Signature of Account Holder

Phone No.  1.  Name as in bank records 2.  Name as in bank records 3.  Name as in bank records

# TERMS & CONDITIONS

(i) SIP Enrolment Form should be completed in English and in Block Letters only. Please tick in the appropriate box (✓), where boxes have been provided. Enrolment Form complete in all respect should be submitted at any of the Official Points of Acceptance of LIC Mutual Fund.

- Please read the Scheme Information Document (SID), Statement of Additional Information (SAI) and Key Information Memorandum (KIM) and relevant addendum, if any, of the respective schemes carefully before investing. All applicants are deemed to have read, understood and accepted the terms subject to which this offer is being made and bind themselves to the terms upon signing the application form and tendering payment.
- PAN is a mandatory requirement for all investors for investing in the mutual fund, except for Micro Investments and investors from Sikkim. Micro Investments exemption will be applicable only to investments by individuals [including NRIs but excluding Persons of Indian Origin (PIOs)], minors, sole proprietary firms and to investments made by joint holders. KYC Compliance is mandatory for all investors, irrespective of the amount of investment.
- A Micro SIP application will be rejected where it is found that the registration of the application will result in the aggregate of Micro SIP installments in a financial year exceeding 50,000 or where there are deficiencies in supporting documents.

(ii) **SIP Registration**

- Existing unit holders need not fill in the common investment application form. New applicants need to compulsorily fill in all sections in the Common Application Form in addition to this SIP form except LIC MF Unit Linked Insurance Scheme.
- Please furnish the existing folio number or application number in case of new investor in SIP mandate form.
- Investors are required to submit SIP request at least 30 days prior to the date of first debit through NACH/OTM/Direct debit.
- SIP through existence UMRN investors can start SIP on T+3 basis.
- SIP start date shall not be beyond 60 days for monthly SIP and for Quarterly SIP 90 from the date of submission of SIP application.
- Any day SIP date is applicable from 1st to 28th, investor can choose any date between these dates.
- Any day SIP is not applicable for LIC MF Unit Linked Insurance Scheme. In case of LIC MF Unit Linked Insurance Scheme SIP date is 15th of every month only.
- Each of the installments under each SIP (excluding the initial cheque) should be of the same date and amount.
- Existing investors can start SIP without cheque however the copy of the canceled cheque is mandatory.
- In case the unitholder has not indicated SIP preferences completely in the form or in case of any discrepancy, the default SIP frequency would be 'Monthly' and the default SIP date would be '10th'. In case the SIP 'End Period' is incorrect or not mentioned by the investor in the SIP form, then the SIP request will get rejected. The maximum SIP registration period is 40 years. SIPs will be registered in a folio held by a minor only till the date of the minor attaining majority, even though the instructions may be for a period beyond that date. The facility will automatically stand terminated upon the Unitholder attaining 18 years of age.
- The enrolment period i.e Start and End Month/ Year specified for the SIP should be less than or equal to the enrolment period mentioned in the Mandate. If the initial cheque given from different bank from the bank details mentioned in SIP mandate then it is mandatory to submit the copy of cancelled cheque leaf (issued by the bank branch mentioned overleaf) in SIP Mandate.

• **Minimum amount and minimum instalments applicable for SIP Schemes other than LIC MF ELSS Tax Saver.**

SIP Frequency	Cycle Date	Minimum Amount	Minimum Instalments
Daily	All business days	Rs. 100 and in multiples of Rs.1 thereafter	60
Weekly	Monday to Friday	Rs. 150/- and in multiples of Rs.1/- thereafter	40
Monthly	Any date between (1st to 28th)	Rs. 200 and in multiples of Rs.1 thereafter	30
Quarterly	Any date between (1st to 28th)	Rs. 1,000 and in multiples of Rs.1 thereafter	6

• **Minimum amount and minimum instalments applicable for SIP in LIC MF ELSS Tax Saver.\***

SIP Frequency	Cycle Date	Minimum Amount	Minimum Instalments
Daily	All business days	Rs. 500/- and in multiples of Rs.500/- thereafter	30
Weekly	Monday to Friday	Rs. 500/- and in multiples of Rs.500/- thereafter	12
Monthly	Any date between (1st to 28th)	Rs. 500/- and in multiples of Rs.500/- thereafter	12
Quarterly	Any date between (1st to 28th)	Rs. 1,000 and in multiples of Rs. 500 thereafter	6

\*open-ended ELSS Tax Saver Scheme with a lock-in period of 3 years

(iii) **New Fund Offer**

- Investors may submit the mandate Form during the NFO period for such Schemes as may be decided by AMC from time to time. In such case the mandate shall commence on the dates stipulated by the Investor after a gap of at least 20 days from the date of re-opening of the Scheme for purchase and redemption of units. For e.g. If the Units of the Scheme re-opens for purchase and redemption post NFO on 16th December, the earliest Installment date can be only on 7th January of the following year.
- In case SIP/ Micro SIP investments are made through 'Third Party Payments' i.e. payment made through an instrument issued from a bank account other than that of the first named applicant/ investor mentioned in the application form, Investors are required to additionally fill up & submit the 'Third Party Payment Declaration Form'(available at any of our ISCs or on our website: www.licmf.com along with the SIP Enrolment Form.
- In respect of enrollments, the Load Structure prevalent at the time of enrollment shall govern the investors during the tenure. (Please refer SID of respective scheme)

(iv) **SIP through Post dated Cheques- (Only CTS-2010 compliant cheques)**

All installment cheques excluding initial investment cheque under MSIP & QSIP should be of uniform amount and date. Any day SIP date is applicable from 1st to 28th, investor can choose any date between these dates. Please draw your cheques in the name of the Scheme/Plan in which the amount is invested. Returned Cheques, if any, may not be presented again.

(v) **SIP Transactions related**

- The SIP enrollment will be discontinued in cases where three consecutive installments are not honored or the Bank Account [for NACH (Debit clearing)/ Direct Debit etc.]
- In case the first SIP installment is processed (as the cheque may be banked) and the application is found to be defective, the SIP registration will be ceased for future installments. Investor will be sent a communication to this effect. No refunds shall be made for the units already allotted. However, redemptions/ switch-outs shall be allowed. (Please read SID/KIM of respective scheme).

Units will be allotted on the applicable dates subject to realization of funds. In case the date falls on a Non-Business Day or falls during a book closure period, the immediate next Business Day will be considered for the purpose of determining the applicability of NAV subject to the realization of proceeds. Further, in case of first SIP investment accepted through cheque drawn on a location where ISCs of LIC Mutual Fund does not have a presence but HDFC Bank has a presence, units will be allotted on the date on which subscription proceeds are realized.

The Unit holder(s) agree that the Fund/AMC / RTA and their agents shall not be held liable for any unsuccessful registration and or transaction due to any action or inaction of the unitholders' bank including but not limited to reasons mentioned below and agree to indemnify the Fund/AMC/RTA for all liabilities, losses, damages and expenses which they may consequent sustain or incur either directly or indirectly:

- a. Loss of the debit mandate form in transit from point of acceptance of the form to RTA head office and further to the unit holder(s)' bank branch;
- b. Non acceptance or rejection of debit mandate for whatsoever reason by the unit holder(s)' bank branch, with or without any reason assigned by the unit holder(s) bank;
- c. Non registration of the debit mandate by the unit holder(s)' bank and branch.
- d. Deemed registration due to non confirmation of registration or rejection by the bank and any subsequent rejection of debit of bank account for funds;
- e. Non availability of funds in the bank account of the Unit holder(s) at the time of debit.
- f. Rejection of registration or transaction debit for any reason or without assigning any reason whatsoever.
- g. AMC / RTA will not be responsible for the charges levied by his banker for registering / processing any transaction.

(vi) **Discontinuation of SIP**

- Investors can discontinue his SIP at any time by sending a cancelation of mandate to any Official Point of Acceptance or to the registrar Kfintech.
- Notice of such discontinuance should be received at least 20 days prior to the due date of the next installment / debit.

(vii) **Change of Bank mandate**

- Investor can change his bank mandate by sending the mandate with option selected as "Create Mandate"
- Request for change in bank account submitted at least 30 days before the next SIP Auto Debit.

(viii) **STEP-UP Facility**

- a. STEP-UP facility offers frequency at half yearly and yearly intervals. In case the STEP-UP frequency is not specified, it will be considered as yearly frequency.
- b. Under this facility the Investor can increase the SIP installment at pre-defined intervals by a fixed amount.
- c. This facility is available for individual investors only.
- d. Minimum amount for availing STEP-UP Facility would be Rs. 100 and in multiples of Rs. 1/- thereafter for all schemes of the Fund that offer SIP facility except LIC MF ELSS Tax Saver where in minimum STEP-UP amount would be Rs.500/- and in multiples of Rs.500/- thereafter.
- e. In case the investor does not specify STEP-UP amount, `100/- will be considered as the STEP-UP amount and the request will be processed accordingly.
- f. STEP-UP facility would be available to all new SIP enrolments.
- g. Existing investors registered for SIP through NACH/ECS/Direct Debit facility and intending to avail STEP-UP facility will be required to cancel the existing SIP and enroll a fresh SIP with STEP-UP details.
- h. It would be mandatory for investor to mention in 'SIP cum Registration Mandate' the period (month - year) upto which he wishes to avail STEP-UP facility.

(ix) **Consent for Tele-Marketing:**

- LIC MF shall treat this as an explicit consent by the Unit Holder(s) to send promotional information/ material to the mobile number(s)/ email id provided by the Unit Holder(s) in this Application Form and such consent shall supersede all the previous consents/ registrations by the Unit Holder(s) in this regard.
- If you do not wish to receive such promotional information/ materials, please write to us at [service@licmf.com](mailto:service@licmf.com) or submit a written application at any of the Investor Service Centres (ISC) of the Fund. Please quote your PAN and folio number(s) while communicating with us to help you serve better.

**Mutual Fund Investments Are Subject To Market Risks, Read All Scheme Related Documents Carefully.**