

APPLICATION FORM FOR SIP PAUSE FACILITY

Important: Please strike out the Section(s) that is/are not used by you to avoid any unauthorised use

May 2020

Enrolment Form no.

1) INVESTOR DETAILS

Folio No. (For existing Unitholder)

First/ Sole Applicant Details Mr. Ms. M/s.

Mobile No. Email Id

NAME OF THE GUARDIAN (In case of minor) / CONTACT PERSON - DESIGNATION (In case of Non-individual Investors)/ PoA HOLDER

Mr. Ms. M/s.

RELATIONSHIP WITH MINOR

2) EXISTING SIP DETAILS [Please tick (✓)]

Scheme Name	Plan	Option/Sub-option
	☐ Regular ☐ Direct	
Installment Amount (₹) (including the Top-Up amount, if any) (Refer instruction No. 6)	Start Month/Year 	End Month/Year
Date (Please ✓) ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th ☐ 7th ☐ 8th ☐ 9th ☐ 10th ☐ 11th ☐ 12th ☐ 13th ☐ 14th ☐ 15th ☐ 16th ☐ 17th ☐ 18th ☐ 19th ☐ 20th ☐ 21st ☐ 22nd ☐ 23rd ☐ 24th ☐ 25th ☐ 26th ☐ 27th ☐ 28th ☐ 29th ☐ 30th ☐ 31st	Frequency ☐ Monthly ☐ Quarterly	

3) SIP PAUSE DETAILS

SIP Pause Start Date (Should be atleast 15 days later than the application date)	SIP Pause End Date (Refer instructions 9 & 12)
No. of installments (Maximum 3 for monthly frequency and 1 for quarterly frequency)	

4) DECLARATION AND SIGNATURE(S)

I/ We hereby confirm and declare as under:-

I/ We have read, understood and agree to comply with the terms and conditions of the scheme related documents of the Scheme and the terms & conditions of enrolment for Systematic Investment Plan (SIP) Pause Facility. I/ We hereby apply to the Trustees to Pause the SIP.

SIGNATURE (S)

First/ Sole Unit holder/ Guardian/ POA Holder

Second Unit holder

Third Unit holder

Please note: Signature(s) should be as appearing in the folio and in the same order.
In case the mode of holding is joint, all Unit holders are required to sign.

ACKNOWLEDGEMENT SLIP (To be filled in by the Unit holder)

HDFC MUTUAL FUND	
Date:	Head Office : HDFC House, 2nd Floor, H.T. Parekh Marg, 165-166, Backbay Reclamation, Churchgate, Mumbai - 400 020.
Application/ Folio No.	
Received from Mr./Ms./M/s.	SIP Pause application
Scheme / Plan / Option	Scheme 1
	Scheme 2
	Scheme 3
ISC Stamp & Signature	

SIP PAUSE FACILITY TERMS & CONDITIONS

1. SIP Pause Facility ("the Facility") can be used by investors who wish to temporarily Pause their SIP.
 2. The investor can Pause one SIP registered in their folio using one form. For different SIPs registered under a Scheme or for SIPs registered under different Scheme(s) in a folio, please use separate forms.
 3. The Facility is not applicable to SIPs registered through Mutual Fund Utility ("MFU"), Stock exchange platforms viz. MFSS and BSE StAR MF, Channel Partners and Standing Instructions through Banks. This Facility is not available under Flex SIP.
 4. This Facility is available only for SIPs with Monthly and Quarterly frequencies.
 5. The maximum number of instalments that can be paused using this Facility are 3 consecutive instalments for SIPs registered with Monthly frequency and 1 installment for SIPs registered with Quarterly frequency. Thereafter, automatically the balance SIP instalments (as originally registered) will resume.
 6. In case the investor has registered an SIP Top-up in the Scheme and the current Installment amount (including SIP Top up) is Rs. 3000, indicate Rs.3000/- in the Form as the Installment amount.
 7. In case of SIP Top-Up registered in a folio, if the next SIP Top-Up installment falls during the Pause period, the SIP installment after the completion of Pause period will be inclusive of such SIP Top-up amount. For eg. If current installment amount is Rs. 3000, if the SIP Pause period is 15.03.2020 to 15.05.2020 and the next SIP Top-Up falls on 31.03.2020 for an amount of Rs. 2000. The SIP installment after the end of Pause period i.e. 15.06.2020 will be Rs. 5000.
 8. SIP pause request should be submitted at least 15 days before the requested start date.
 9. If the SIP Pause start date is less than 15 days from the next SIP date, the SIP pause will start from the installment succeeding the next installment i.e. the installment falling after expiry of 15 days from the date of SIP Pause application. For eg. If the SIP installment date is 25th of every month and a SIP Pause application is submitted on 15th January to pause the SIP from 25th of January, the SIP Pause period will start from 25th February and not 25th January.
 10. The Start date and End date should be in DD/MM/YYYY format and the date should be the same as your existing SIP instalment date. Eg. If your existing SIP instalment date is 25th, your earliest SIP Pause Start date can be your next installment falling on 25th subject to atleast 15 days gap between the date of application and the next instalment.
 11. If the SIP Pause start date is less than 15 days from the next SIP date, the SIP pause will start from the installment succeeding the next installment i.e. the installment falling after expiry of 15 days from the date of SIP Pause application.
 12. If the number of SIPs to be paused, as per the application form submitted, is greater than the maximum installments that can be paused, then the application will be registered only for maximum 3 instalments as available under the Facility.
 13. Investors can opt for this Facility only once during tenure of the SIP.
 14. SIP Pause once registered cannot be cancelled.
 15. In case of discrepancies in the details provided in the form and the details registered with the AMC or in case of ambiguity, the AMC has the right to reject the application.
 16. The Investor understands and acknowledges that the SIP Pause facility is merely a transaction related facility offered by the Company; and the Investor unconditionally and irrevocably agrees that HDFC Asset Management Company Limited ("the AMC") or HDFC Mutual Fund ("the Fund") will not be liable for: (i) acting in good faith on any instructions received from the Investor; (ii) any force majeure events that are beyond the control of any person; and (iii) any error, default, delay or inability of the AMC or the Fund or its Agents to act on all or any of the instructions from the Investor. The Investor hereby assumes and undertakes the entire risk of using the Facility and agrees to take full responsibility for the same.
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