

Instructions to fill in SIP NACH Mandate

Following fields need to be filled mandatorily.

1. Date: In format DD/MM/YYYY.
2. Select the appropriate checkbox to create, modify or cancel the mandate.
3. Sponsor Bank Code and Utility Code to be left blank.
4. Bank A/c Type: Tick the relevant box.
5. Fill Bank Account Number.
6. Provide Bank CBS Account No
7. IFSC / MICR code: Fill respective code.
8. Mention amount of mandate.
9. Select frequency of mandate.
10. Mention Folio Number.
11. Mention Scheme Name.
12. Telephone Number.
13. Email ID (Optional).
14. Period: Starting and Ending dates of NACH registration (in format DD/MM/YYYY). For perpetual SIP, please leave the end date blank and select "until cancelled".
15. Signature as per bank account.
16. Mention Holder Name as per Bank Record.
17. Auto Debit/NACH Mandate is applicable for both Individual and Non-Individual.
18. Auto Debit/NACH Mandate request is liable to be rejected only if the "Bank" mentioned in the request form is listed in the NACH banks list.
19. Baroda MF will initiate debit instructions to the investor bank account only on receipt of valid investment instruction from the investor.

Systematic Investment Plan (SIP) : Terms & Conditions

1. In case of new applications, kindly attach duly filled in application form along with registration cum NACH (National Automated Clearing House) mandate form. Any other format of request will be rejected.
2. Completed application form, SIP auto debit/NACH form & first cheque should be submitted at Baroda Asset Management India Limited (AMC) offices or Kfin Technologies Ltd. ISC's at least 30 days prior to first SIP cycle date. Contact details of AMC office and ISCs are available at www.barodamf.com.
3. New investor into the Fund should mandatorily give a cheque for the first transaction drawn on the same bank account which is to be debited under NACH/Auto Debit. In case the 1st cheque is issued from an A/c which is different from NACH /auto debit A/c, then a copy of cheque from NACH/ auto debit A/c as mentioned on the application form should be submitted.
4. The bank mentioned in NACH request must participate in local MICR clearing. MICR code starting and/or ending with "000" are not valid for NACH.
5. Should the investor wish to cancel the SIP registration, the investor has to send a written cancellation request to any Baroda Asset Management India Limited office or its Registrar's Official Point of Acceptance (OPA). Such cancellation request should be received at least 15 working days prior to the next SIP due date
6. Should the investor want to change the Bank Mandate, Investor has to cancel the existing mandate and submit fresh Form.
7. Existing investors who wish to restart their SIPs, are required to submit NACH form duly signed by the bank account holder(s), indicating the existing Folio No. & investment details in the Form & submit the same along with the copy of a cancelled cheque / photocopy of the cheque, drawn on the same bank account registered in the SIP form.
8. Should an investor opt for a monthly SIP, the minimum number of months for which the investment will have to be made (SIP Period) shall be 12 months and the minimum investment amount (SIP Amount) shall be ₹ 500/- per month. Should the investor opt for a quarterly SIP, the SIP Period shall be 4 quarters and the SIP Amount shall be ₹ 1,500/- per quarter. Investors should note that the first SIP cheque and subsequent SIP instalments should be of the same amount.
9. In case the default date is not ticked and if the frequency & Cycle date is not ticked or opted, the default would be "monthly" & "10th" respectively. The Quarterly frequency will be for the following Quarterly - January, April, July & October.
10. The Registrar will reject a Micro SIP application where it is found that the registration of the application will result in the aggregate of Micro SIP instalments in a financial year exceeding ₹ 50,000 or where there is any deficiency in the application form or any supporting document. In case the first Micro SIP instalment is processed (as the cheque may be banked), and the application / supporting document is found to be defective, the Micro SIP will be ceased for future instalments. No refunds shall be made for the units already allotted. Investor, can however, redeem the units if so desired.
11. The investor(s) agrees to discharge the responsibility expected of him/them as a participant/s under NACH and hereby confirm adherence to the terms of the mandate. The investor(s) has/have authorized use of their contact details mentioned on the form/NACH mandate for the purpose of processing the mandate instruction and further authorize the bank(s) to debit the investor's account for any charges towards mandate verification, registration, transactions, etc. as may be applicable.
12. Where a onetime mandate is already registered in a folio for a bank account, the Unit Holder(s) will have to fill only the SIP Registration Form and there is no need of a separate cheque to be given along with the SIP Registration Form.
13. The investor will not hold Baroda 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 NACH Debit/ Local/Bank holiday. Baroda Mutual Fund, its registrars and other service providers shall not be held responsible or liable for damages / compensation / loss incurred by the investor as a result of using the SIP or ECS / Auto debit facility. The investor assumes the entire risk of using this facility and takes full responsibility.
14. Baroda Mutual Fund reserves the right to reject any application without assigning any reason thereof. Baroda Mutual Fund in consultation with Trustees reserves the right to withdraw these offerings, modify the procedure, frequency, dates, load structure in accordance with the SEBI Regulations and any such change will be applicable only to units transacted pursuant to such change on a prospective basis.
15. Investors are deemed to have read and understood the terms and conditions of SIP registration through NACH/AUTO DEBIT facility, the Scheme Information Document, Statement of Additional Information, Key Information Memorandum, Instructions and Addenda issued from time to time of the respective Scheme(s) of Baroda Mutual Fund.
16. Investor can register up to 4 different schemes within the same Folio using the Multi SIP Registration facility.
17. Maximum Amount: It is suggested that Investor can choose a higher amount to commence additional investments in future.
18. The SIP will be discontinued automatically if payment is not received for three successive instalments.
19. For Scheme detail and its facility, other Terms investor may please refer the SID, SAI & KIM of the respective schemes/Addendum issued from time to time carefully before investing.
20. The amount mentioned on the first cheque should be equal to the combined SIP instalment amount mentioned against the Schemes in the NACH Form. Accordingly, the first cheque amount will get invested in multiple Schemes as mentioned in the NACH form. In case of mismatch, the transaction is liable to be rejected.