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One Time Mandate Instruction Form (OTM/NACH Form)

PPFAS MUTUAL FUND
There's only one right way©

UMRN (FOR OFFICE USE ONLY) **Date**

Utility Code HDFC0007000000033099 — ✓ Create X Modify X Cancel

Sponsor Bank Code HDFC0999999 **I/We hereby authorize** PPFAS Mutual Fund

To debit (tick ✓) SB / CA / CC / SB-NRE / SB-NRO / OTHER **Bank a/c number**

with Bank **IFSC / MICR**

an amount of Rupees ₹

Debit type X Fixed Amount ✓ Maximum Amount **Frequency** X Daily X Weekly X Bi-Monthly X Monthly X Quarterly X Half-Yearly X Annually ✓ As and when presented

Reference 1 PAN No. **Reference 2** Folio No / Appln No:

1.I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per the latest schedule of the charges of the bank. 2. This is to confirm that the declaration has been carefully read, understood & made by me/us. I am authorizing the user entity/corporate to debit the account based on the instructions as agreed and signed by me. 3. I have understood that I am authorized to cancel/amend this mandate as intimated by appropriately communicating the cancellation/amendment request to the user entity / corporate or the bank where I have authorized the debit. 4. I/We understand and accept that in case transaction/s initiated against this mandate (within the validity period of mandate) is/are rejected due to insufficient funds or such other reason as permitted under applicable law, action may be taken against me/us under applicable law (including Negotiable Instruments Act).

Maximum period of validity of this mandate is 40 years only

From **To**

Signature Primary Account holder 1. Name as in bank records

Signature of Account holder 2. Name as in bank records

Signature of Account holder 3. Name as in bank records

SIP Registration/Renewal Form (for OTM registered investors only)

Please tick ✔ as applicable

☐ OTM Debit Mandate is already registered in the folio. [No need to submit again].

☐ OTM Debit Mandate is attached and to be registered in the folio. SIP Auto debit will start after mandate registration (usually within Thirty days depending on OTM or NACH modalities).

The total of all installments in a day should be less than or equal to the amount as mentioned in One Time Mandate already registered or submitted, if not registered.

Investors must read the SID / SAI and Key Information Memorandum and the instructions before completing this Form.
The Application Form should be completed in English and in BLOCK LETTERS only. **Note:** No need to attach One time Mandate again, if already registered/submitted earlier.

KEY PARTNER/AGENT INFORMATION (Investors applying under Direct Plan must mention "Direct" in ARN column.)

Distributor ARN / RIA Code	ARN / Distributor Name	Sub Agent's ARN	Bank Branch Code	Internal Code for Sub-Agent/ Employee	Employee Unique Identification Number (EUIN)
ARN-95070					E-101834

I/We hereby confirm that the EUIN box has been intentionally left blank by me/us as this is an "execution-only" transaction without any interaction or advice by the employee/relationship manager/sales person of the above distributor or notwithstanding the advice of in-appropriateness, if any, provided by the employee/relationship manager/sales person of the distributor and the distributor has not charged any advisory fees on this transaction.

First Holder | Second Holder | Third Holder

EXISTING INVESTOR DETAILS (If you have existing folio)

Folio No. The details in our records under the folio number mentioned alongside will apply for this application.

NAME OF SOLE /FIRST APPLICANT Mr. Ms. M/s.

Scheme: Parag Parikh _____ Plan ☐ Direct (Default plan) ☐ Regular

Option ☐ Growth (Default option) ☐ Income Distribution cum capital withdrawal option (IDCW)* (N/A for Parag Parikh ELSS Tax Saver Fund (PPTSF) and Parag Parikh Arbitrage Fund (PPAF))

Sub-Option ☐ Reinvestment of Income Distribution cum capital withdrawal option
- ☐ Daily (Default incase of PPLF, Applicable only for PPLF)
- ☐ Weekly (Applicable only for PPLF)
- ☐ Monthly (Default incase of (PPCHF) and (PPDAAF))

☐ Payout of Income Distribution cum capital withdrawal option (Default in case of PPFCF & PPLCF)
- ☐ Monthly (Applicable only for PPLF, PPCHF and PPDAAF.)

*The IDCW record date for payout or reinvestment under PPFCF & PPLCF may be determined by the Trustee from time to time.

SIP DETAILS

☐ Monthly SIP (Minimum ₹ 1000/-, 6 instalments)
☐ Quarterly SIP (Minimum ₹ 3000/-, 4 instalments)

Period ☐ Standard From MM YYYY
☐ To MM YYYY

☐ Monthly (Any date, maximum six)
☐ Quarterly (Any date, maximum six)

SIP Amount
☐ 1,000 ☐ 5,000 ☐ 10,000
☐ 50,000 ☐ 1,00,000 ☐ 5,00,000
☐ Any Other Amount

First SIP Cheque Date DD MM YYYY **Cheque No.**

ACKNOWLEDGEMENT SLIP (To be filled in by the Applicant)

PPFAS MUTUAL FUND
Registered Office: 81/82, 8th Floor, Sakhar Bhavan, Ramnath Goenka Marg, 230, Nariman Point, Mumbai 400 021.

Date: ISC Stamp & Signature

Folio No. Received from: Amount:

☐ OTM DEBIT MANDATE FORM ☐ SIP FORM ☐ SIP TOP UP FORM First SIP Cheque Date Cheque No.

INSTRUCTIONS TO FILL ONE TIME MANDATE (OTM)

1. Investors who have already submitted a One Time Mandate (OTM) form or already registered for OTM facility should not submit OTM form again as OTM registration is a one-time process only for each bank account. However, if such investors wish to add a new bank account towards OTM facility may fill the form.
2. Investors, who have not registered for OTM facility, may fill the OTM form and submit duly signed with their name mentioned.
3. Unit holder(s) need to provide along with the mandate form an original cancelled cheque (or a copy) with name and account number pre-printed of the bank account to be registered or bank account verification letter for registration of the mandate failing which registration may not be accepted. The Unit holder(s) cheque/ bank account details are subject to third party verification.
4. Investors are deemed to have read and understood the terms and conditions of OTM Facility, SIP registration through OTM 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 PPFAS Mutual Fund.
5. In case of OTM, date and the validity of the mandate should be mentioned in DD/MM/YYYY format and in case of SIP TOP UP it should be in MM/YYYY format.
6. Utility Code of the Service Provider will be mentioned by PPFAS Mutual Fund
7. Tick on the respective option to select your choice of action and instruction.
8. The numeric data like Bank account number, Investors account number should be left padded with zeroes.
9. Please mention the Name of Bank and Branch, IFSC / MICR Code also provide an Original Cancelled copy of the cheque of the same bank account registered in One Time Mandate.
10. The amount in figures should be same as the amount mentioned in words, in case of ambiguity the mandate will be rejected.
11. For the convenience of the investors the frequency of the mandate will be "As and When Presented" (Any corrections in this will be subject to rejection)
12. Please affix the Names of customer/s and signature/s as well as seal of Company (where required) and sign the undertaking.
13. As per NPCI, Mandate Maximum CAP amount is Rs. 1,00,00,000/- (One Crore) with effect from 1st Oct 2016, until further notice ..
14. Mandate date will be valid upto 120 days and the mandate date has to be either less or equal to the current business date.
    # As per NPCI circular no: NPCI/NACH/OC NO.012/2023-24 dated 29th Dec 2023
    With effect from 1st April 2024 mandate can be issued for a maximum period of 40 years from the date of mandate and end date to be mentioned.
15. "From date" of the mandate period should not be beyond 120 days from the current date.

SIP TOP UP (Optional) (Fill to avail this facility)

SIP TOP UP Start Month / Year M M Y Y Y Y **SIP TOP UP Frequency:** ☐ Half Yearly (Only for Monthly SIP) ☐ Yearly

SIP TOP UP (In Percentage): ☐ 10% ☐ 15% ☐ 20% ☐ other _____ (multiples 1% only)

SIP (including the Top-up) amount will be rounded off to the next multiple of Rs. 10.

OR

SIP TOP - UP Amount: ₹ _____ (Minimum amount Rs. 100 in multiple of Re.1 thereafter)

SIP TOP UP Amount-based Cap* (Optional): Rs. _____

*Please refer to point No. 7 under 'SIP Top Up Explained'

Note: • Default Frequency is Yearly. • It is mandatory to submit NACH (OTM). • NACH mandate should be provided for maximum amount in line with your Top Up mandate & SIP tenure.

• Minimum amount for Parag Parikh ELSS Tax Saver Fund. i.e Rs. 500 and in multiple Rs. 500 thereafter. SIP Top Up in percentage is not applicable for Parag Parikh ELSS Tax Saver Fund.

DEMAT ACCOUNT DETAILS (Optional - Nomination Provided in Demat Account shall be considered)

NSDL	DP Name		CDSL	DP Name	

NSDL: Depository Participant (DP) ID (NSDL only)	Beneficiary Account Number (NSDL only)	CDSL: Beneficiary ID (CDSL only)

Declaration: I/We hereby declare that the particulars provided in this mandate are correct and complete and hereby agree to participate in the OTM/NACH/Direct Debit/Standing Instructions (SI) and make payments through the NACH platform according to the terms and conditions thereof. I/We further hereby agree and acknowledge that I/we will not hold the AMC and/or responsible for any delay and/or failure in debiting my bank account for reasons not attributable to the negligence and/or misconduct on the part of the AMC I/We hereby declare and confirm that, irrespective of my/our registration of the above mobile number in the 'DO NOT DISTURB (DND)', 'or in any similar register maintained under applicable laws, now or subsequent to the date hereof, I/We hereby consent to the Bank / PPFAS AMC communicating with me/us in any manner whatsoever on the said mobile number with respect to the transactions carried out in my/our aforementioned bank account(s). I/We hereby agree to abide by the terms and conditions that may be intimated to me/us by the PPFAS AMC/Bank with respect to the OTM/NACH/Direct Debit/SI from time to time.

Authorisation to Bank: This is to inform that I/We have registered for OTM / NACH (Debit Clearing)/ Direct Debit / SI facility and that the payment towards my/our investments in the Schemes of PPFAS Mutual Fund shall be made from my/our above mentioned bank account with your Bank. I/We hereby authorize the representatives of PPFAS Asset Management Pvt limited, Investment Manager to PPFAS Mutual Fund carrying this mandate form to get it verified and executed. I/We authorize the Bank to debit my/our above-mentioned bank account for any charges towards mandate verification, registration, transactions, returns, etc, as applicable for my/our participation in NACH/OTM/Direct Debit/SI.

✍ Sole/First Unit Holder's Signature	✍ Second Unit Holder's Signature	✍ Third Unit Holder's Signature

TERMS & CONDITIONS

- If the Fund fails to get the proceeds for three Incase of monthly and two consecutive reversal in case of quaterly frequency. (due to non-availability of funds) out of a continuous series of Installments submitted at the time of initiating a SIP, the AMC reserves the right to discontinue the SIP.
- Minimum six installments are required for SIP extension / renewal.
- In accordance with SEBI letter no MRD/DoP/PAN/PM/166999/2009 dated 19 June 2009 issued to Association of Mutual Funds in India (AMFI) and subsequent guidelines issued by AMFI vide its circular no 35P/MEM-COR/4/09-10 dated 14 July 2009 in this regard, only those SIPs up to Rs 50,000/- per year per investor ie aggregate of investments in a rolling 12 - months period or in a financial year ie April to March would be classified as 'Micro SIP'
- SIP Frequency

Incase SIP day falls on non-business day, the SIP transaction shall be processed on the next business day.

- Broadly, the AMC may terminate transactions in the following cases:

1. Three continuous failures on account of insufficient funds / payment stopped by investor.
2. Account closed or transferred by the investor.
3. Investors account description does not tally with the description maintained by R&TA/ Mutual Fund.
4. In case of specific court order or order from any Regulatory Body.

- As per the revised guidelines on KYC procedures, investors investing in Micro SIP would have to undergo detailed KYC procedure as mentioned in Statement of Additional Information (SAI) including IPV.
- In case the application for subscription does not comply with the above provisions, The AMC/Trustees retain the sole and absolute discretion to reject/ not process such application and refund the subscription money.
- New investors should mandatorily give a cheque for the first Installment. The first cheque should be drown on the some bank account which is to be registered for OTM/NACH (Debit Clearing). Alternatively, the cheque may be drown on any bank, for which investor should provide a cancelled cheque of the bank/ branch for which OTM/NACH is to be registered.
- All SIP installments should be of equal amount.
- SIP will be registered within a period of 30 days from the date of submission. The triggered debit from bank will start from the next eligible SIP date following such registration. The AMC reserves the right to modify the SIP end date to ensure minimum number of instalments as mentioned in Scheme Information Document (SID), subject to the validity of the OTM mandate.
- If you are cancelling an active SIP, it will be cancelled in 2 working days in RTA records however installment' s may be debited up to 7 working days after the processing of your cancellation request if the debit instruction is already sent to bank. We request you to ensure sufficient funds are available in your bank account on the SIP dates.
- The bank account provided for OTM/NACH (Debit) should participate in local MICR Clearing.
- In case MICR code is unavailable, please mentioned the IFSC while submitting the OTM /NACH mandate.
- The investor agrees to abide by the terms and conditions of OTM/NACH facility of the Reserve Bonk of India (RBI) as applicable at the time of investment and as may be modified from time to time.
- The investor undertakes to keep sufficient funds in the account till the date of execution of the debit. The investor hereby declares that the particulars given overleaf are correct and complete. If the date of debit to the investors account happens to be a non Business day as per the fund, execution of the debit will not happen on the day of the holiday and allotment of Units will happen as per the terms and conditions listed in the concerned Scheme Information Document (SID). The Fund, its Registrars, Auto Debit Banks and other service providers shall not be liable for, nor be in default by reason of, any failure or delay in completion of its obligation under this agreement, where such failure or delay is caused, in whole or in part, by any acts of God, civil war, civil commotion, riots, strike, mutiny, revolution, fire, flood, fog, war, change of government policies, unavailability of banks computer system, force majeure events or any other cause of peril which is beyond their reasonable control and which has the effect of preventing the performance of contract by them.
- Investors will not hold PPFAS Mutual Fund, its registrars, banks and other service providers responsible if the transaction is delayed or not effected or the investor's bank account is debited in advance or after the specific SIP date for any other reason.
- Incorrect, incomplete or ambiguous forms will not be accepted.
- To avail of SIP in separate schemes/options via Direct Debit/OTM/NACH facility, on investor will have to fill a separate form for each scheme/ options. A single form cannot be used for different schemes simultaneously.
- For modification/change in SIP amount, New SIP Auto debit mandate form with revised SIP amount along with letter to discontinue the existing SIP amount to be submitted 30 business days prior to the Installment date.
- Change of bank is allowed only for the existing SIPs, If the SIP with OTM form is given, then this is considered as a new SIP.
- In case of an investor who was a minor, the minor on attaining majority has to submit all the necessary documents and complete all the formalities as mentioned in the SID to start new SIP/SWP.
- SIPs will be registered in a folio belonging to a minor only until the minor reaches the age of majority even though the instructions may be for a period beyond that date. The facility will automatically terminate when the investor turns 18 years old.
- The allotment of units in case of SIP in the scheme of PPFAS mutual fund will be based on realization and utilization of funds only.
- In case on investor gives full/partial redemption request in a folio where there is an on going SIP, then redemption will be processed only for the units towards which the amount has been realized.
- Investors have an option to hold the Units in dematerialized form. However, this facility is not available in case of units offered under the Daily/Weekly/Fortnightly Dividend Option(s).
- Investors desiring to get allotment of units in demat mode must have a beneficiary account with a Depository Participant (DP) of the Depositories i.e. National Securities Depositories Limited (NSDL) / Central Depository Services Limited (CDSL). If PAN is not mentioned by applicants, the application may be rejected. Investors may attach a copy of the Client Master Form / DP statement showing active demat account details for verification.

Names, mode of holding, PAN details, etc. of the Investor will be verified against the Depository data. The units will be credited to the beneficiary (demat) account only after successful verification with the depository records and realization of payment. In case the details mentioned in the application do not match with the depository data, the application shall be treated as invalid for processing under demat mode and therefore will be considered for processing in non-demat form i.e. in physical mode if the application is otherwise valid in all respects. All details such as address, bank details, nomination etc. will be applicable as available in the depositories' records. For effecting any subsequent changes to such information, Investors should approach their DP. Redemption requests for units held in demat mode must be submitted to DP or through Stock Exchange Platform, as applicable. Holding / transacting of units held in demat mode shall be in accordance with the procedures / requirements laid down by the Depositories, viz. NSDL/ CDSL in accordance with the provisions under the Depositories Act, 1996 and the regulations thereunder.

- Permanent Account Number (PAN) (a) SEBI has made it mandatory for all applicants (in the case of application in joint names, each of the applicants) to mention his/her permanent account number (PAN) except as mentioned in point (b) below. Where the applicant is a minor, and does not possess his / her own PAN, he / she shall quote the PAN of his/ her father or mother or the legal guardian, as the case may be. Applications not complying with the above requirement may not be accepted/ processed. PAN card copy is not required separately if KYC acknowledgement letter is made available. For further details, please refer Section 'Permanent Account Number' under Statement of Additional Information available on our website amc.ppfas.com (b) PAN Exempt Investments SEBI vide its circular dated July 24, 2012 has clarified that investments in mutual funds schemes (including investments in SIPs) of upto Rs.50,000 per investor per year across all schemes of the Fund shall be exempt from the requirement of PAN. Accordingly, individuals (including Joint Holders who are individuals, NRIs but not PIOs, Minors) who do not possess a PAN ("Eligible Investors")* are exempt from submission of PAN for investments upto Rs.50,000 in a rolling 12 month period or in a financial year i.e. April to March. However, Eligible Investors are required to undergo Know Your Customer (KYC) procedure with any of the SEBI registered KYC Registration Authorities (KRA). Eligible Investors must quote PAN Exempt KYC Reference Number (PEKRN) issued by the KRA under the KYC acknowledgement letter in the application form and submit a copy thereof along with the application form. In case the applicant is a minor, PAN /PEKRN details of the Guardian shall be submitted, as applicable. Eligible Investors (i.e. the First Holder) must not possess a PAN at the time of submission of application form. Eligible investors must hold only one PEKRN issued by any one of the KRAs. If an application for investment together within investments made in a rolling 12 month period or in a financial year exceeds Rs.50,000, such an application will be rejected. Fresh / Additional Purchase and Systematic Investment Plans will be covered in the limit of Rs.50,000. Investors may switch their investments to other Schemes. However, if the amount per switch transaction is Rs.50,000 or more, in accordance with the extant Income Tax rules, investors will be required to furnish a copy of PAN to the Mutual Fund. The detailed procedures / requirements for accepting applications shall be as specified by the AMC/Trustee from time to time and their decision in this behalf will be final and binding. * HUFs and other categories are not eligible for such investments.

- KYC registered under KYC Registration Agency (KRA): Units held in account statement (non-demat) form:
  Once the investor has done KYC with any SEBI registered intermediary, the investor need not undergo the same process again with the Fund. However, the Fund reserves the right to carry out fresh KYC of the investor in its discretion. For units held in demat form, the KYC performed by the Depository Participant of the applicants will be considered as KYC verification done by the Trustee / AMC. In the event of non compliance of KYC requirements, the Trustee/AMC reserves the right to freeze the folio of the investor(s) and effect mandatory redemption of unit holdings of the investors at the applicable NAV, subject to payment of exit load, if any.

• Central KYC Records Registry (CKYCR): The Government of India vide their Notification dated November 26, 2015 authorised the Central Registry of Securitisation Asset Reconstruction and Security Interest of India (CERSAI) to act as and to perform the functions of the Central KYC Records Registry under the said rules, including receiving, storing, safeguarding and retrieving the KYC records under the Prevention of Money-Laundering Act, 2002. CERSAI is a centralized repositor y of KYC records of customers/investors in the financial sector with uniform KYC norms and inter-usability of the KYC records across the sector with an objective to reduce the burden of producing KYC documents and getting those verified every time when the customer/investors creates a new relationship with a financial entity. Central KYC (CKYC) will store all the customer/investor information at one central server that is accessible to all the financial institutions. After opening a KYC account under the CKYC, customer/investor will get a 14-digit identification number ("KYC Number") and that the same may be quoted by the investor wanting to invest in mutual funds.

Instructions to fill SIP Mandate

1. The investor agrees to abide by the terms and conditions of NACH facility of NPCI, PPFAS Mutual Fund. its registrars and other service providers shall not be held responsible or will not be liable for any damages and will not compensate for any loss, damage etc. incurred to the investor. The investor assumes the entire risk of using this facility and takes full responsibility. Investor will not hold PPFAS 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 Auto Debit/OTM NACH/ local holidays.

2. PPFAS Mutual Fund does not accept applications for subscriptions accompanied with third party payment instruments except in exceptional situations.
Third Party Payment is defined as:

a. Payment made through an instrument issued from an account other than that of the beneficiary investor.

b. In case of payments from a joint bank account, the 1st holder of the mutual fund folio has to be one of the joint holders of the Bank Account from which payment is made.

c. Investments from the investor's account with a different bank i.e., the pay-in & payout banks are different. if the pay-in bank mandate could not be established to be that of the investor. it will also be treated as third party investment.

The exceptional situations where the same will not be applicable are as follows:

a. Payment by Parents/Court appointed Grandparents on behalf of a minor

b. Payment by employer on behalf of employee under Systematic Investment Plan (SIP) facility through payroll deductions;

3. For PPFCF, PPLCF, PPLF, PPAF and PPCHF, Minimum application amount for Monthly SIP option
- 6 installments of Rs.1000/- each in multiple of Re.1 thereafter. For Quarterly SIP option-4 installments of Rs. 3000/- each in multiple of Re.1 thereafter.

For PPDAAF minimum amount for monthly SIP Rs. 1,000 and any amount thereafter and quarterly SIP Rs. 3,000 and any amount thereafter.
For PPTSF- Minimum application amount for Monthly SIP option - 6 installments of Rs.1000/- each in multiple of Rs.500 thereafter and For Quarterly SIP option-4 installments of Rs. 3000/- each in multiple of Rs. 500/- thereafter.

4. The provisions mentioned in the respective SID regarding Applicable NAV, Risk Factors, Load etc. shall be applicable.

5. Investors are required to provide an original cancelled cheque (or a copy) with name and account number pre-printed of the bank account to be registered or bank account verification letter for registration of the mandate failing which registration may not be accepted. The Unit holder(s) cheque/ bank account details are subject to third party verification. In case the investor is not able to submit the Original cancelled cheque or do not have the name of the investor on the face of the cheque. Then submit any one of the following:

I. Copy of the bank passbook attested by bank / Original bank statement with name, address and bank account number of the investor.
ii. A letter from the bank on its letter head certifying that the investor maintains an account with the bank, along with the information like the bank account number, bank branch, account type, the MICR code of the branch and the IFSC code.

6. Allotment of units would be subject to realisation of credit.

7. PPFAS Mutual Fund reserves the right to use Electronic Mail (email) as a default mode to send various communication which include account statements for transactions done by the investor(s). On acceptance of the application for subscription, an allotment confirmation specifying the number of units allotted by way of email and/or SMS within 5 Business Days from the date of closure of initial subscription and/or date of receipt of transaction request will be sent to the Unit holders registered e-mail address and/or mobile number. A consolidated account statement (CAS) for each calendar month to the investor(s) in whose folio(s) transaction(s) across all mutual funds has/have taken place during the month on or before 12th of the succeeding month shall be sent by email (wherever investor has provided email id) or 15th day physical account statement where investor has not provided email id.

8. Employee Unique Identification Number (EUIN): Further, SEBI has made it compulsory for every employee/ relationship manager/ sales person of the distributor of mutual fund products to quote the EUIN obtained by him/her from AMFI in the Application Form. EUIN would assist in addressing any instance of mis-selling even if the employee/relationship manager/sales person later leaves the employment of the distributor. Hence. if your investments are routed through a distributor please ensure that the EUIN is correctly filled up in the Application Form.

However, if the transaction is executed without any interaction or advice of the employee/ relationship manager / sales person of the distributor the EUIN box may be left blank.
In this case you are required to provide a duly signed declaration to this effect in the form.

Overseas Distributors: Overseas Distributors are exempt from obtaining NISM certification and AMFI registration as per AMFI circular No. CIR/ ARN-14/12-13 dated July 13, 2012 and the EUIN requirement as per AMFI Circular No.135/BP/33/2012-13 dated December 31, 2012. However, such Overseas Distributors are required to comply with the guidelines/ requirements as may be issued by AMFI /SEBI from time to time and also comply with the laws. rules and regulations of jurisdictions where they carry out their operations in the capacity of distributors

9. An investor can opt for Monthly frequency. An investor shall have the option of choosing for 1 or more than 1 SIP in the same scheme and in the same month.

10. In case there are three consecutive SIP transaction reversals due to insufficient fund/non reporting by partners, the subsequent SIP installments will be automatically ceased.

11. PPFAS Mutual Fund reserves the right to reject any application without assigning any reason thereof. PPFAS 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.

Top Up SIP Facility Explained...

This facility allows an investor enrolling in a SIP to opt for a periodic increase in the installment amount at predefined intervals and by a specified percentage.

Thus, an investor can progressively start increasing the amount invested, allowing them to gradually increase the investment corpus in a systematic manner.

The Salient features of this facility are as follows:

1. Investor can opt for it at the time of initiating/renewing the SIP or during the SIP period, subject to the availability of a minimum number of instalments required for top up to be executed.

2. Frequency for the Top up facility:

Investors can select 'Yearly' top-up increments under both Monthly and Quarterly SIP options. However, 'Half-Yearly' increments are available only under the Monthly SIP option. In case SIP Top-Up frequency is not mentioned, the default frequency will be considered as 'Yearly' for both monthly and Quarterly SIP.

3. The facility is available only for the investors who submit "NACH / One Time Mandate (OTM) Form/" mentioning the 'Maximum Amount'. This will limit the total investment to the pre-determined 'maximum amount'.

4. The initial investment under the SIP Top-Up will be subject to the minimum SIP investment requirement applicable from time to time.

5. Once enrolled, the Top-up details cannot be modified. However, investors can choose to cancel the Top-Up, by filling in the relevant Form and continue with the SIP amount which was debited last.

6. Unit holders have an option to Top-up the SIP amount as a percentage of the existing SIP installment. The features of the said option are detailed below:

Percentage Top-Up

- Investor can Top-up the SIP amount by a minimum of 10% and in multiples of 1% thereafter, of the existing SIP installment.
- SIP (including the Top-up) amount will be rounded up to the next multiple of Rs. 10.

An Illustration: How to calculate the SIP Top-up amount?

SIP Period: 01-Dec-2022 to 30-Nov-2027 (5 Years)

Monthly SIP Installment Amount: Rs. 2,000

SIP Date: 1st of every month (60 installments)

Top-up Percentage: 10%

Top-up Frequency: Yearly

Top-up cap amount (including SIP Installment): Rs. 3,000

Daily OTM Limit : Rs. 3000/

SIP Installments shall be as follows:

Installment No(s).	From Date	To Date	Monthly SIP Installment Amount in Rs.	SIP Top - up Amount in Rs.	SIP Top - up Round off Amount in Rs.	SIP Installment including Top - up Amount in Rs
1 to 12	1 - Dec - 22	1 - Nov - 23	2000	N.A.	N.A.	2000
13 to 24	1 - Dec - 23	1 - Nov - 24	2000	200	N.A.	2200
25 to 36	1 - Dec - 24	1 - Nov - 25	2200	220	N.A.	2420
37 to 48	1 - Dec - 25	1 - Nov - 26	2420	242	250	2670
49 to 60	1 - Dec - 26	1 - Nov - 27	2670	266	270	2940

N.A. - Not Applicable

7. Unit holders have an option to cap the SIP Top-up amount based on a fixed predefined amount

Top-up cap amount:

Investor has an option to cap the SIP Top-up amount once the SIP installment (including Top-up amount) reaches a fixed predefined amount. Thereafter the SIP installment will remain constant till the end of SIP tenure.

The fixed pre-defined amount should be same as the maximum amount mentioned by the investor in the debit mandate.

In case of difference between the cap amount & the maximum amount mentioned in debit mandate, then amount which is lower of the two amounts shall be considered as the default SIP cap amount.

Illustration: How to fix Top-up cap amount?

SIP Period: 01-Jan-2022 to 31-Dec-2024 (3 Years)
Monthly SIP Installment Amount: Rs. 2,000
SIP Date: 1st of every month (36 installments)
Top-up Percentage: 50%
Top-up Frequency: Half Yearly
Top-up cap amount (including SIP Installment): Rs. 4,500/-
Daily OTM Limit : Rs. 6000/
Minimum Cap in terms of percentage: 10% and in multiple of 1% thereafter
SIP Installments shall be as follows:

Installment No(s).	From Date	To Date	Monthly SIP Installment Amount in Rs.	SIP Top - up Amount in Rs.	SIP Installment including Top - up Amount in Rs
1 to 6	1 - Jan - 22	1 - Jun - 22	2000	N.A.	2000
7 to 12	1 - Jul - 22	1 - Dec - 22	2000	1000	3000
13 to 18	1 - Jan - 23	1 - Jun - 23	3000	1500	4500
19 to 24	1 - Jul - 23	1 - Dec - 23	4500	N.A	4500
25 to 30	1 - Jan - 24	1 - Jun - 24	4500	N.A.	4500
31 to 36	1 - Jul - 24	1 - Dec - 24	4500	N.A.	4500

N.A. - Not Applicable

It may be seen in the above illustration that once the Top-up cap amount (including the SIP installment) reaches Rs. 4,500 the SIP installment amount starting January 1, 2022 remains constant.

Once the SIP Top-Up upper limit is reached, the Top-Up will be discontinued. However, the SIP will continue at this upper limit for the remaining SIP enrollment period (subject to it not exceeding the daily OTM limit).

8. The amount of each SIP installment cannot exceed the Daily One Time Mandate (OTM) limit for purchases in from all modes (lumpsum as well as SIP.).

Top Up Vs OTM Limit:

SIP enrollment period: 5th Jan 2019 to 5th Dec 2027;

Starting Monthly SIP amount: Rs. 1000/-

Top-Up percentage- 10% from Jan 2019 onwards

Top-Up frequency: Yearly

Top-up cap amount (including SIP Installment): If the amount is not specified, only the Daily OTM will be considered.

Daily OTM Limit : Rs. 1800/

Minimum Cap in terms of percentage: 10% and in multiple of 1% thereafter.

Installment No.	From	To	Monthly SIP Installment (Rs.)	SIP Top-up Amount in Rs.	SIP Top-up Round off Amount in Rs.	Total Amount of SIP (Rs.)
1	5 - Jan – 19	4-Jan-20	1000	N.A	N.A	
2	5 - Jan – 20	4-Jan-21	1000	100	100	1100
3	5 - Jan – 21	4-Jan-22	1100	110	110	1210
4	5 - Jan – 22	4-Jan-23	1210	121	130	1340
5	5 - Jan – 23	4-Jan-24	1340	134	140	1480
6	5 - Jan – 24	4-Jan-25	1480	148	150	1630
7	5 - Jan – 25	4-Jan-26	1630	163	170	1800
8	5 - Jan – 26	4-Jan-27	1800	N.A	N.A	1800

Minimum Cap in terms of percentage: 10% and in multiple of 1% thereafter.

Installment No. From To Monthly SIP Installment (Rs.)SIP Top-up Amount in Rs.SIP Top-up Round off Amount in Rs. Total Amount of SIP (Rs.) 15 - Jan – 194-Jan-201000N.A N.A 25 - Jan – 204-Jan-211000100100110035 - Jan – 214-Jan-221100110110121045 - Jan – 224-Jan-231210121130134055 - Jan – 234-Jan-241340134140148065 - Jan – 244-Jan-251480148150163075 - Jan – 254-Jan-261630163170180085 - Jan – 264-Jan-271800N.A N.A1800 The monthly SIP installment will be capped at ₹1,800, as the investor has set a daily OTM limit of ₹1,800.
In case of any conflict, such SIP installment may have precedence over any lumpsum purchases undertaken on that day.

9. Minimum SIP Top Up in terms of percentage for the said facility will be 10% and in multiples of 1% thereafter. Forms where either a specific amount or percentage is not clearly mentioned are liable to be rejected.

Minimum Cap in percentage:
SIP enrollment period: 5th Jan 2019 to 5th Dec 2024;
Starting Monthly SIP amount: Rs. 1000/-
Top-Up percentage- 5% from Jan 2019 onwards
Top Up frequency: Yearly
Top-Up Amount cap: Rs. 1400/-
Daily OTM Limit : Rs. 4000/
Minimum Cap in terms of percentage: **10% and in multiple of 1% thereafter**

From	To	Monthly SIP Installment (Rs.)	SIP Top Up Amount (Rs.)	Total Amount of SIP (Rs.)
5-Jan–19	4-Jan-20	1000		
5-Jan–20	4-Jan-21	1000	50#	1050

In this case, the AMC/CAMS will reject the request, as the SIP Top-Up percentage does not meet the minimum required threshold of 10%.In such cases, the investor must register a top-up amount that meets the minimum requirement.

10. Minimum SIP Top-up in terms of Amount for the said facility will be Rs.100/- & in multiple of Re. 1/- thereafter for all schemes of PPFAS Mutual Fund except Parag Parikh ELSS Tax Saver Fund. Minimum amount for Parag Parikh ELSS Tax Saver Fund is Rs. 500 and in multiple of Rs. 500 thereafter. Minimum SIP Top Up in terms of percentage for the said facility will be 10% and in multiples of 1% thereafter for all schemes of PPFAS Mutual Fund except Parag Parikh ELSS Tax Saver Fund. Forms where either a specific amount or percentage is not clearly mentioned are liable to be rejected.

11. SIP Top Up in percentage is not applicable for Parag Parikh ELSS Tax Saver Fund.

12. The above terms apply for both offline and online modes of application, as and when initiated by the Fund.

13. For further details and forms, investors are requested to refer the website (www.amc.ppfas.com) or contact the Registered Office of PPFAS Mutual Fund.