

MUTUAL FUND SERVICES

Request For Cancellation Of SIP / STP / SWP {Apply [] whichever applicable}

AMC/Mutual Fund: _____

Cancellation of SIP { } Folio No: _____ Scheme Name: _____ Plan: _____ Option: _____ SIP Start Date: _____ End Date: _____ Cancellation Effective Date: _____ Amount: _____ Investors Bank Name: _____ Bank AC.No: _____	Cancellation of STP { } Folio No: _____ From Transferor Scheme: To Transferee Scheme: _____ Start Date: _____ End Date: _____ Frequency: _____ Amount: _____
Cancellation of SWP { } Folio No: _____ Scheme Name: _____ Plan: _____ _____ Option: _____ Amount: _____ Frequency: { } Monthly / { } Quarterly	

SIGNATURE (S)	Date:
SOLE / FIRST APPLICANT	SECOND APPLICANT
THIRD APPLICANT	

ACKNOWLEDGEMENT SLIP (To be filled by the investor)	
We acknowledge the receipt of the request for Cancellation of SIP / STP / SWP from Mr. /Ms. / M/s. _____ in the Folio No. _____ Scheme name _____ Plan _____ in _____ Mutual Fund. Amount _____ with effect From _____	Service Centre Signature and Stamp

Instructions:

1. In case of joint holders in the folio the form needs to be signed by either one of the holder or all the holders depending upon the mode of holding.
2. In case of multiple folios or multiple schemes in the same folio please fill separate forms
3. Based on this request only, your SIP/ STP / SWP will be ceased. For any other transaction on this folio Please provide a separate request on an appropriate transaction form.
4. This cancellation request is accepted and investor's SIP shall be cancelled, provided the cancellation request is accepted by investor's banker.
5. Effective date of cancellations varies as per the cooling period specified by the respective AMCs.
6. Investor needs to ensure that the details mentioned in the Cancellation form are correctly filled in. In case of any ambiguity the cancellation form is liable for rejection either at the collection point itself or subsequently after detailed scrutiny/verification at back office of the Registrar.
7. The discontinuation of SIP request should be received at least 21 business days prior to the next due date of the SIP. On the receipt of such a request, the SIP will be discontinued for the folio and balance post dated cheques (if applicable) will be returned to the unit holder.
8. The investors can discontinue STP/SWP facility by providing a written notice to the DISC at least 7 calendar days (excluding day of submission) prior to the due date of the next transfer date. If the cancellation form is not received 7 calendar days prior to the due date of the next transfer date then the STP will get cancelled from the next eligible cycle date falling after the 7th calendar day.