

D DIVIDEND
T TRANSFER
P PLAN

Enrolment Form

(Please read terms & conditions overleaf)



Enrolment
Form No.

The Application Form should be completed in **ENGLISH** and in **BLOCK LETTERS** only. Please tick in the appropriate box wherever applicable and strike off the section(s) not in use.

FOR OFFICE USE ONLY		
Date of Receipt	Folio No. of Source Scheme	ISC Name & Stamp

The Trustee

HDFC Mutual Fund

Date :

Please (✓) any one only

I / We have read and understood the contents of the Offer Documents of the respective target Scheme(s) and the terms & conditions overleaf.

- I / We hereby apply for enrolment under the DTP of the following Scheme(s) / Plan(s) / Option(s) and agree to abide by the terms and conditions of the respective Scheme(s) / Plan(s) / Option(s). **(New Registration)**. I / We hereby agree that if the dividend in the Source Scheme is less than Rs. 1,000/- the dividend will be automatically reinvested in the Source Scheme. Please fill up items appearing under (A) and (B) below.
- I / We hereby apply for cancellation of Enrolment of DTP under the following Scheme(s)/ Plan(s)/ Option(s). **(Cancellation)**. Please fill up items appearing under (A) [Except PAN details] and (C) below.

	PAN DETAILS# (MANDATORY) (Refer item No. 15 overleaf)
(A) Name of First / Sole Applicant	
Name of the Guardian <small>(In case First / Sole Applicant is a minor)</small>	
Name of Second Applicant	
Name of Third Applicant	

Please attach PAN proof. If PAN is already validated, please don't attach any proof.

(B) Particulars	
1. Folio No. of 'Source' Scheme / Plan / Option (for existing Unit holder) / Application No. (for new investor)	
2. Name of 'Source' Scheme/Plan/Option	
3. Name of 'Target' Scheme/Plan/Option	
4. Receipt of Document(s) by E-Mail (Please ✓)	I / We wish to receive the following documents via e-mail in lieu of physical document(s) [Please (✓)] <input type="checkbox"/> Account Statement <input type="checkbox"/> Newsletter <input type="checkbox"/> Annual Report <input type="checkbox"/> Other Statutory Information [as may be permitted under SEBI (Mutual Funds) Regulations, 1996] E-Mail ID : _____

(C) CANCELLATION OF DTP

Folio No. of 'Source' Scheme / Plan / Option	
Name of 'Source' Scheme/Plan/Option	
Dividend Payment Details (Refer Item No. 14 overleaf)	<input type="checkbox"/> Dividend Payout <input type="checkbox"/> Dividend Re-investment

In case of insufficient space, please fill up separate Enrolment Forms.

SIGNATURE(S)

 First/Sole Unit holder / Guardian Second Unit holder Third Unit holder

*Please note : Signature(s) should be as it appears on the Application Form 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)			
Date :	HDFC MUTUAL FUND Regd. office : Ramon House, 3rd Floor, H.T. Parekh Marg, 169, Backbay Reclamation, Churchgate, Mumbai 400020	Enrolment Form No.	
Received from Mr./Ms./M/s. _____ 'DTP' application(s) for transfer and investment	<table border="1" style="width: 100%; height: 60px;"> <tr> <td style="text-align: center; padding: 2px;">ISC Stamp & Signature</td> </tr> </table>		ISC Stamp & Signature
ISC Stamp & Signature			
of Dividend; from Scheme / Plan / Option _____			
to Scheme / Plan / Option _____			

TERMS & CONDITIONS

1. Dividend Transfer Plan (DTP) is a facility wherein unit holder(s) of eligible scheme(s) [hereinafter referred to as "**Source Scheme(s)**"] of HDFC Mutual Fund can opt to automatically invest the dividend (as reduced by the amount of applicable statutory levy) declared by the eligible Source Scheme(s) into other eligible Scheme(s) [hereinafter referred to as "**Target Scheme(s)**"] of HDFC Mutual Fund.
2. The following is the list of eligible Source Schemes and Target Schemes of HDFC Mutual Fund for DTP facility:

Source Schemes:
HDFC Growth Fund, HDFC Equity Fund, HDFC Top 200 Fund, HDFC Capital Builder Fund, HDFC Core & Satellite Fund, HDFC Premier Multi-Cap Fund, HDFC Balanced Fund, HDFC Prudence Fund, HDFC Long Term Advantage Fund*, HDFC TaxSaver*, HDFC MF Monthly Income Plan**, HDFC Arbitrage Fund, HDFC Income Fund, HDFC High Interest Fund, HDFC Short Term Plan, HDFC Gilt Fund, HDFC Floating Rate Income Fund, HDFC Liquid Fund, HDFC Cash Management Fund and HDFC Quarterly Interval Fund.

Target Schemes:
HDFC Growth Fund, HDFC Equity Fund, HDFC Top 200 Fund, HDFC Capital Builder Fund, HDFC Core & Satellite Fund, HDFC Premier Multi-Cap Fund, HDFC Index Fund, HDFC Balanced Fund, HDFC Prudence Fund, HDFC MF Monthly Income Plan**, HDFC Arbitrage Fund, HDFC Income Fund, HDFC High Interest Fund, HDFC Short Term Plan, HDFC Gilt Fund, HDFC Floating Rate Income Fund and HDFC Cash Management Fund - Savings Plus Plan.

* an open-ended equity linked savings scheme with lock in period of 3 years

** an open-ended income scheme. Monthly income is not assured and is subject to availability of distributable surplus

The above list is subject to change from time to time. Please contact the nearest Investor Service Centre (ISC) of HDFC Mutual Fund for updated list of the Source Scheme and the Target Scheme.
3. DTP facility is available to unit holder(s) only under the Dividend Plan / Option of the Source Scheme(s). However, the DTP facility will not be available to unit holder(s) under the Daily Dividend Option in the Source Scheme(s). Unit holder(s)' enrolment under the DTP facility will automatically override any previous instructions for 'Dividend Payout' or 'Dividend Reinvestment' facility in the Source Scheme.
4. The enrolment for DTP facility should be for all units under the respective Dividend Plan / Option of the Source Scheme. Instructions for part Dividend Transfer and part Dividend Payout / Reinvestment will not be accepted. The dividend amount will be invested in the Target Scheme under the same folio. Accordingly, the unit holder(s) details and mode of holding in the Target Scheme will be same as in the Source Scheme.
5. The enrolment to avail of DTP facility has to be specified for each Scheme/Plan/Option separately and not at the folio level.
6. Under DTP, dividend declared (as reduced by the amount of applicable statutory levy) in the Source scheme (subject to minimum of Rs.1,000/-) will be automatically invested into the Target Scheme, as opted by the unit holder, on the immediate next Business Day after the Record Date at the applicable NAV of the Target Scheme, subject to applicable load as specified

under point 9 below and accordingly equivalent units will be allotted in the Target Scheme, subject to the terms and conditions of the respective Target Scheme.

For example: If the Dividend Record Date of the Source Scheme is December 21 (Friday) and the next Business Day of the Target Scheme (non-Liquid scheme) is December 24 (Monday), the unit holder will be allotted units in the Target Scheme at the closing NAV of December 24 (Monday).

7. The provision for '**Minimum Application Amount**' specified in the respective Target Scheme's Offer Document *will not be applicable* under DTP. e.g. the minimum application amount for new investors in HDFC Equity Fund - Growth Plan is Rs.5,000/- . However in case of DTP, an Unit Holder can avail of the facility irrespective of the amount of dividend (subject to a minimum of Rs. 1,000/-).
8. The Minimum amount of dividend eligible for transfer under Dividend Transfer Plan is Rs. 1,000/- (Rupees One Thousand Only). If the dividend in the Source Scheme is less than Rs. 1,000/- the dividend will be automatically reinvested in the Source Scheme.
9. **Load Structure (Target Scheme):**
The dividend amount to be invested under the DTP from the Source Scheme to the Target Scheme shall be invested by subscribing to the units of the Target Scheme at applicable NAV, subject to payment of **Entry/Exit Load** as under:

Entry Load:
Direct Applications & Applications routed through any distributor/ agent/broker : Nil

Exit Load: Nil.

The Trustee reserves the right to change the load structure under the DTP facility at any time in future on a prospective basis.
10. The Account Statement will be issued by mail or by email (if opted by the unit holder) to the unit holder once in every three weeks giving details of all the transactions during that period. In case of specific request received from unitholders, the Mutual Fund shall endeavour to provide the account statement to the unitholders after every transaction of Dividend Transfer.
11. Unitholders who wish to enroll for DTP facility are required to fill DTP Enrolment Form available with the ISCs, distributors/agents and also displayed on the website www.hdfcfund.com. The DTP Enrolment Form should be completed in English in Block Letters only. Please tick (✓) in the appropriate box (☐), where boxes have been provided. The DTP Enrolment Form complete in all respects should be submitted at any of the Investor Service Centres (ISCs) of HDFC Mutual Fund.
12. The request for enrolment for DTP must be submitted at least 10 days prior to the Record Date for the dividend. In case of the condition not being met, the enrolment would be considered valid from the immediately succeeding Record Date of the dividend, provided the difference between the date of receipt of a valid application for enrolment under DTP and the next Record Date for dividend is not less than 10 days.
13. Unitholder(s) are advised to read the Offer Document(s) of Target Scheme(s) carefully before investing. The Offer Document(s) / Key Information Memorandum(s) of the respective Scheme(s) are available with the ISCs of HDFC Mutual Fund, brokers / distributors and also displayed on the HDFC Mutual Fund website i.e. - www.hdfcfund.com.

14. Unit holders will have the right to discontinue the DTP facility at any time by sending a written request to the ISC. Notice of such discontinuance should be received at least 10 days prior to the Dividend Record Date. On receipt of such request, the DTP facility will be terminated. At the time of discontinuation of DTP facility, the Unit holders should indicate their choice of option i.e. dividend reinvestment or dividend payout. In the event the Unitholder does not indicate his choice of dividend option, the dividend, if any, will be reinvested (compulsory payout if dividend reinvestment option is not available) in the Source Scheme. Once the request for DTP is registered, then it shall remain in force unless it is terminated as aforesaid.

15. Permanent Account Number (PAN)

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) irrespective of the amount of purchase*. 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 guardian, as the case may be. However PAN is not mandatory in the case of Central Government, State Government entities and the officials appointed by the courts e.g. Official liquidator, Court receiver etc. (under the category of Government) for transacting in the securities market. HDFC Mutual Fund reserves the right to ascertain the status of such entities with adequate supporting documents.

In order to verify that the PAN of the applicants (in case of application in joint names, each of the applicants) has been duly and correctly quoted therein, the applicants shall attach along with the purchase* application, a photocopy of the PAN card duly self-certified along with the original PAN Card. The original PAN Card will be returned immediately across the counter after verification.

* includes fresh/additional purchase, Systematic Investment.

Further, as per the Notification No. 288 dated December 1, 2004, every person who makes payment of an amount of Rs. 50,000 or more to a Mutual Fund for purchase^ of its units should provide PAN.

^ includes fresh/additional purchase, switch, Systematic Investment / Transfer and Dividend Reinvestment/ Dividend Transfer.

Since dividend reinvestment/ transfer of Rs. 50,000 or more qualifies as purchase of units for aforesaid Notification, PAN is required to process such reinvestment/ transfer, failing which dividend reinvestment/ transfer shall be automatically converted into payout option.

Applications not complying with the above requirement may not be accepted/ processed.

Additionally, in the event of any application form being subsequently rejected for mismatch of applicant's PAN details with the details on the website of the Income Tax Department, the investment transaction will be cancelled and the amount may be redeemed at the applicable NAV, subject to payment of exit load, if any.

Please contact any of the Investor Service Centres/ CAMS/ Distributors or visit our website www.hdfcfund.com for further details.

16. The Trustee reserves the right to change/modify the terms and conditions of the DTP.