



# IDBI Asset Management Limited

CIN: U65100MH2010PLC199319

**Registered Office:** IDBI Tower, WTC Complex, Cuffe Parade, Colaba, Mumbai - 400005

**Corporate Office:** 4<sup>th</sup> Floor, IDBI Tower, WTC Complex, Cuffe Parade, Colaba, Mumbai - 400005

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## **NOTICE No. 11/2019-20**

### **Change of Bank Mandate (COB)**

Notice is hereby given that IDBI Mutual Fund has decided to revise the process / documents required for Change of Bank Mandate (COB) with the intent of strengthening the existing process.

For change of Bank mandate, Investors are required to provide following documents. Applications without complete bank details shall be rejected. Investors may change their bank details registered with IDBI Mutual Fund subject to adherence with the following procedure:

#### **Documents required for Change of Bank Mandate (COB)**

1. Change of Bank details - Declaration Form / Request letter and
2. Cancelled original cheque of New Bank bearing the name of the first unit holder and the bank account number printed on the face of the cheque

OR

Self-Attested copy of the bank statement with current entries not older than 3 months

OR

Original Letter issued by the bank on the letterhead confirming the bank account holder with the account details duly signed and stamped by the Branch Manager / Authorized personnel

3. Document proof of existing Bank Mandate presently registered in the IDBI MF folio: (Any one of the following)

Cancelled original cheque/Self attested copy of cheque

OR

Copy of Bank Statement / True copy of Bank Passbook, Original Letter issued by the bank on the letterhead confirming the bank account holder with the account details duly signed and stamped by the Branch Manager / Authorized personnel

OR

In case such bank account is already closed, a duly signed and stamped original letter from such bank on letter head of bank, confirming closure of said account.

In the event of a request for change in bank account information being invalid / incomplete/not satisfactory in respect of signature mismatch/document insufficiency/not meeting any requirements more specifically as indicated above, the request for such change will not be processed. Redemptions / dividend payments, if any, will be processed with existing registered bank account.

Investors may note that requests for change in bank details shall be submitted atleast 10 calendar days prior to date of redemption / dividend payment. In event of insufficient prior notice for change in the Bank account mandate, the redemption / Dividend payment, if any will be processed with existing registered bank account. IDBI Mutual Fund shall not be responsible for any consequence arising out of such action.

Investors are advised to provide their contact details like telephone numbers, mobile numbers and email IDs to IDBI Mutual Fund in writing, if not provided earlier.

**For IDBI Asset Management Limited**  
(Investment Manager to IDBI Mutual Fund)

Place : Mumbai

Date : January 28, 2020

Sd/-  
(Head - Compliance and Risk Management)

**Statutory Details:** IDBI Mutual Fund has been set up as a trust sponsored by IDBI Bank Limited with IDBI MF Trustee Company Limited as the Trustee ("Trustee" under the Indian Trusts Act, 1882) and with IDBI Asset Management Limited as the Investment Manager.

**Mutual Fund investments are subject to market risks, read all scheme related documents carefully.**