

To,
The Asset Management Company / Mutual Fund House Name,
Address line 1,
Address line 2.

Date: [Insert Date]

Subject: Change of Bank Account Mandate for Systematic Investment Plan (SIP)

Dear Sir/Madam,

I am writing to request a change in the bank account details linked to my existing Systematic Investment Plan (SIP) under the following folio number:

Folio Number: [Insert Folio Number]

Scheme Name: [Insert Scheme Name]

SIP Amount: [Insert Amount]

Please discontinue the existing bank mandate and register the new bank details provided below for all future SIP installments:

New Bank Account Details:

Account Holder Name: [Insert Name]

Bank Name: [Insert Bank Name]

Branch Name: [Insert Branch]

Account Number: [Insert Account Number]

Account Type: [Savings/Current]

IFSC Code: [Insert IFSC Code]

I have enclosed a cancelled cheque for the new bank account for your verification. I understand that this change may take 15 to 30 days to process and request you to update your records accordingly.

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Full Name]

[Your Mobile Number]

[Your Email Address]

Encl: Cancelled cheque of the new bank account.