Annexure 10 - NACH Sample Standard Mandate Form

Front Side view of the Form

Back Side View of the form (Mandate Form Field description)

Instructions to fill Mandate

1. UMRN is auto generated during mandate creation and is mandatory to be updated during amendment and cancelation of mandate (Maximum Length – 20 Alpha Numeric Characters) 2. Date is in DD/MM/YYYY format 3. Sponsor bank IFSC/MICR code, left padded with zeroes where necessary. (Maximum length – 11 Alpha Numeric Characters) 4. Utility Code of the Service Provider. (Maximum length – 18 Alpha Numeric Characters) 5. Name of Service Provider 6. Tick on box to select type of action to be initiated 7. Tick on box to select type of account to be affected 8. Customer's legal account number, (Maximum length – 35 Alpha Numeric Characters) 9. Name of Bank. 10. IFSC/MICR code of customer bank. (Maximum Length – 11 Alpha numeric Characters for IFSC & 9 Numeric for MICR code.). 11. Amount payable for service or maximum amount per transaction that could be processed in words 12. Amount in figures, similar to the amount mentioned in words. (Maximum Length – 13 digit Numeric. in paise) 13. Service Provider generated consumer reference number 14. Service Provider generated Scheme/ Plan reference number 15. Tick on box to select frequency of transaction 16. Validity of mandate with dates in DD/MM/YYYY format 17. Name of Customer/s and signature/s as well as seal of company (where required). (Maximum length of Name – 40 Alpha Numeric Characters) 18. Undertaking by customer 19. Permanent ID of customer e.g. PAN/ Aadhaar No. 20. Telephone no. with STD code of customer 21. 10 digit mobile number of customer 22. Mail ID of customer