



MAHANAGAR GAS

Tick (✓) 7

Create

Modify

Cancel

### DEBIT MANDATE FORM NACH (One Time Mandate-OTM)

1 UMRN

2 Date

3 Sponsor Bank Code

4 Utility Code

5 I/We hereby authorize MAHANAGAR GAS LIMITED to debit (tick✓)  SB/CA/CC/SB-NRE/SB-NRO/Other

8 Bank A/c No.:

9 With Bank  Name of customers Bank

10 IFSC

11 or MICR

12 an amount of Rupees  ₹

14 FREQUENCY  Monthly  Quarterly  Half Yearly  Yearly  As when presented (default)

15 DEBIT TYPE :  Fixed Amount  Maximum Amount

16 Reference-1: CA No.  PhoneNo.  Mobile:

17 Reference-2: BP No.  EmailID

I agree for the debit of mandate processing charges by the bank whom I am authorizing to debit my account as per latest schedule of charges of the bank.

20Period From  To  or  Until Cancelled

Sign \_\_\_\_\_ Sign \_\_\_\_\_ Sign \_\_\_\_\_

1. Name (Mandatory) 1. Name (Mandatory) 1. Name (Mandatory)

This is to confirm that the declaration has been carefully read, understood & made by me / us. I am authorizing the User entity / Corporate to debit my account, based on the instructions as agreed & signed by me. I have understood that I am authorized to cancel / amend this mandate by appropriately communicating the cancellation / amendment request to the User entity / corporate or the bank where I have authorized debit.

### INSTRUCTIONS TO FILL ONE TIME MANDATE (OTM)

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>OTM is applicable for Domestic Consumers.</li> <li>This is to be filled only once with Mahanagar Gas Ltd.</li> <li>Please ensure that you provide your mobile number &amp; e-mail id in the space provided.</li> <li>Please ensure that you sign the OTM correctly.</li> <li>Please fill the form legibly &amp; in Black Capital Letters.</li> <li>Do not fill in boxes No. 1,3 &amp; 4. Same will be filled by MGL.</li> <li>14 &amp; 15 are pre marked by MGL.</li> <li>16 Write CA No.</li> <li>17 Write BP No.</li> </ol> | <ol style="list-style-type: none"> <li>Please fill in 2, 6, 8, 9, 10, 11, 12, 13, 18, 19 &amp; 20.</li> <li>In column No.20, please state start date. You can keep open ended, please tick 'until cancelled'.</li> <li>Please ensure that you will make appropriate tick against options mentioned in box No.7 hence note the following,             <ul style="list-style-type: none"> <li>A. To opt for fresh NACH (OTM) tick in "Create" box.</li> <li>B. For any modification tick in "Modify" box.</li> <li>C. For cancellation tick in "Cancel" box.</li> </ul> </li> <li>Please attach to the mandate a 'Cancelled cheque' for verification.</li> <li>OTM Does not require the signature of the Bank Manager of your Bank account.</li> </ol> |
|--|--|

### BENEFITS OF OTM (NACH)

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>NACH (National Automated Clearing House) mode of payment is implemented by National Payments Corporation of India (NPCI) an authorised set up supported by RBI.</li> <li>NACH is a hassle free and convenient mode to settle the Gas due bills.</li> <li>MGL offers 1% Discount on Gas consumption charges subject to a maximum of ₹ 50/- per bill.</li> <li>MGL offers ₹ 50/- as a one-time discount for the first transaction of sale of gas after activation of OTM.</li> <li>OTM is to be filled only once.</li> <li>If your Bill value is more than the Mandate value, you can enhance the value or pay by cheque the balance dues as mentioned in the bill.</li> <li>Dishonour charges are applicable @ ₹ 200/- per dishonour.</li> </ol> | <ol style="list-style-type: none"> <li>You can take print in normal white A4 paper and send to us without folding. You can send the full page or cut at the scissors shown and then send.</li> <li>Please forward the filled up Form (single copy) to Mahanagar Gas Ltd., Neelkanth Corporate Park, 3rd Floor, Unit No.306, Kirol Road, Opp. Vidyavihar Railway Station(West), Mumbai-400086.</li> <li>Bills for Gas consumption will continue to be sent to your address.</li> <li>The UMRN number will be generated in 15 working days after receipt of the mandate form.</li> <li>SMS will be sent informing activation of mandate (OTM).</li> <li>In case of discontinuation, provide the NACH mandate Form by ticking against "Cancel" option given in box no. 7, fill all relevant details and submit the same to MGL. In Next 15 days your OTM will be discontinued.</li> <li>In case of cancellation as well, please send the duly filled entire form for processing at our end.</li> </ol> |
|--|---|