## Form ISR-4

(see circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 on Issuance of Securities in dematerialized form in case of Investor Service Requests)

## **Request for issue of Duplicate Certificate and other Service Requests**

(for Securities - Shares / Debentures / Bonds, etc., held in physical form)

		Date://		
I / We are submitting the following Depository Participant to dematering the company of the comp	ng docume alize my /	ed for processing all service request: ents / details and undertake to request the our securities within 120 days from the date yed from the RTA/Issuer Company (tick  as		
Demat Account No. (If available)				
Provide Client Master List ( <b>CML</b> )	of your De	emat Account from the Depository Participant*		
_	-	not already available with the RTA (see <u>SEB</u>		
circular dated November 03, 202	21 in this re	gard) Specimen Signature		
Nomination / Declaration to Opt-c	out	Specific in Signature		
	owing (tick			
<b>B.</b> I / We request you for the following (tick Issue of Duplicate certificate		relevant box)  Claim from Unclaimed Suspense		
	_	Account		
☐ Replacement / Renewal / Exc securities certificate	change of	☐ Endorsement		
Sub-division / Splitting of securities certificate		Consolidation of Folios		
$\square$ Consolidation of Securities cert	ificate	Transmission		
Transposition (Mention the new	w order of I	holders here)		
C. I / We are enclosing certificat	o(s) as dat	ailad halau.**.		
Name of the Issuer Company	e(s) as uec	alled below **.		
Folio Number				
Name(s) of the security	1.			
	2.			
certificate(s)	3.			

ertificate numbers			
stinctive numbers			
umber & Face value of			
curities			
/herever applicable / whicheve	er details are available		
Document / details required	for specific service request:		
•	·		
☐ Claim from Unclaimed St	uspense Account		
Securities claimed	(in numbers)		
	(in words)		
☐ Replacement / Renewal ,	/ Exchange of securities certificate		
(that is defaced, mutilated)	ted, torn, decrepit, worn out or where the page on the		
☐ Endorsement			
$\square$ Sub-division / Splitting of securities certificate			
$\square$ Sub-division / Splitting of	f securities certificate		
<ul><li>☐ Sub-division / Splitting of</li><li>☐ Consolidation of securities</li></ul>			
	mber & Face value of curities  /herever applicable / whichever  Document / details required  Duplicate securities certi  Claim from Unclaimed Suspection  Securities claimed  Replacement / Renewal , (that is defaced, mutilate reverse is fully utilized)		

Provide / attach original securities certificate(s) for request for item numbers III to VIII above.

**Declaration**: All the above facts stated are true and correct to best of my / our knowledge and belief.

	Security Holder 1 / Claimant	Security Holder 2	Security Holder 3
Signature	✓	<b>√</b>	<b>√</b>
Name	<b>I</b>		J
Full address	<b>V</b>		
PIN	✓ □□□□□□		

After processing the service request, the RTA shall issue a 'Letter of Confirmation' to the securities holder/claimant, which is valid only for 120 days. Using this 'Letter of Confirmation', the securities holder/claimant shall request the DP to dematerialize the securities, failing which the securities shall be credited to the Suspense Escrow Demat Account of the Company.