## 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 docu Depository Participant to dematerialize m	nired for processing all service request:  uments / details and undertake to request the  y / our securities within 120 days from the date  ceived from the RTA/Issuer Company (tick ✓ as
• Demat Account No. (If available):	
Provide Client Master List (CML) of your	Demat Account from the Depository Participant*
<ul> <li>Provide the following details, if they a <u>circular dated November 03, 2021</u> in this</li> </ul>	re not already available with the RTA (see <u>SEBI</u> s regard)
PAN	Specimen Signature
Nomination / Declaration to Opt-out	
B. I / We request you for the following (to be a located Duplicate certificate	Claim from Unclaimed Suspense
Replacement / Renewal / Exchange securities certificate	Account  of Endorsement
Sub-division / Splitting of securitic certificate	es Consolidation of Folios
☐ Consolidation of Securities certificate	Transmission
Transposition (Mention the new order	of holders here)
Claim from Suspense Escrow Demat Ac	count
C. I / We are enclosing certificate(s) as o	detailed helow**:
Name of the Issuer Company	detailed below .
Folio Number	

Name(s) of the security	1.				
holder(s) as per the	2.				
certificate(s)	3.				
Certificate numbers					
Distinctive numbers					
Number & Face value of					
securities					
* Wherever applicable / whichev	er details are available				
. Document / details require	d for specific service request:				
<ul><li>I. Document / details require</li><li>I. Duplicate securities cert</li></ul>	•				
Dupilionte decontelles dell'					
II.   Claim from Unclaimed S	uspense Account				
Securities claimed	(in numbers)				
	(in words)				
•	/ Exchange of securities certificate				
(that is defaced, mutila reverse is fully utilized)	ated, torn, decrepit, worn out or where the page on the				
V.   Endorsement					
V. Sub-division / Splitting of	of securities certificate				
	Consolidation of securities certificate/Folios				
II.   Transmission					
II.   Transposition					
_	Claim from Suspense Escrow Demat Account				
Securities claimed	(in numbers)				
	(in words)				
	es certificate(s) <u>for request for item numbers III to VIII above.</u>				
Provide / attach original securitie	3 certificate(3) for request for recirring moves in to vin above.				
	ated are true and correct to best of my / our knowledge and				

beliet.

	Security Holder 1 / Claimant	Security Holder 2	Security Holder 3
Signature	J	J	<b>√</b>
Name	<b>√</b>	<b>√</b>	<b>√</b>
Full address	<b>✓</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.