

PLEASE SEND THE FOLLOWING DOCUMENTS TO OUR RTA (ADDRESS MENTIONED BELOW) FOR NAME DELETION cum TRANSFER :-

1. Original Share Certificate(s),
2. Written Share Transfer Form (SH – 4) duly executed:-
Please submit the form duly signed by transferor(s) i.e. seller(s) and transferee(s) i.e. buyer(s) both. Please fill up all details including name, address and signature of witness. Kindly affix Share Transfer Stamps / franked Transfer Deed @ 0.25% of market value of total shares.

It must be presented to the Company / RTA within 60 days of its execution.
3. Written Request letter, on plain paper, for Name Deletion on Share Certificate(s) duly signed by Alive Shareholder(s),
4. Self Attested copy of PAN Card of Alive Shareholder and Transferee / Buyer,
5. Self-Attested copy of Address Proof of Transferee(s) / Buyer(s) (any one of the following):-
 - a. Election ID
 - b. Driving License
 - c. Passport
 - d. Electricity Bill
 - e. Water Bill
 - f. Aadhaar Card
6. Crossed / Cancelled Cheque Leaf of the Bank Account of Transferee / Buyer containing Name of Transferee / Buyer **OR** Crossed / Cancelled Cheque Leaf of the Bank Account of Transferee / Buyer alongwith Copy of 1st Page of Passbook of the Bank Account of Transferee / Buyer,
7. Email ID of Transferee / Buyer,
8. Copy of Death Certificate of deceased shareholder duly attested by attested by a Notary Public or by a Gazetted Officer,
9. Signature Verification Certificate for Alive Shareholder / Transferor as issued by the Bank Manager under his / her Name, Designation, Employee Code and Bank's Rubber Stamp (Format attached).

ADDRESS OF RTA :-

M/S. LINK INTIME INDIA PVT. LTD.

B-102 & 103, SHANGRILA COMPLEX, OFF. HDFC BANK,

NEAR RADHAKRISHNA CHAR RASTA, AKOTA,

VADODARA – 390020

Tel. No. : 0265 - 2356 573 / 2356 794

Email : alpesh.gandhi@linkintime.co.in / vadodara@linkintime.co.in

Confirmation of Signature of shareholder by the Banker with their official Rubber Stamp Giving the full address of the Bank and the Employee Code number of the official signing this form.

1. Name of the Bank :

2. Full Address of the Bank :

3. STD Code/Telephone No :

4. Type of Account : **Current / SB / HUF / O/D / Others**

5. Name of Account Holder[s]: 1)

2)

3)

6. Address of Account Holder[s] as recorded with the Bank

7. Account Number : _____

8. Signature of the Holder/s

1) _____

2) _____

3) _____

Place:

Date:

Signature Verified as recorded with the Bank

(Sign) _____

Bank Manager :

Emp Code :

Rubber Stamp of the Bank

Code No.

Address: