## Form ISR – 1

(see SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

## **REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF**

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

• Date : A. I / We request you to Register / Change / Update the following (Tick (✓) relevant box)

PAN		Bank details	☐ Signature			
Mobile number		E-mail ID	Address			
<b>B</b> . 3	Security Details:					
N	ame of the Issuer Comp	any				
Fo	olio No. :					
hc	ame(s) of the Security older(s) as per the ertificate(s)	1 2 3	2			
	umber & Face value of ecurities					
Distinctive number of securities (Optional)		From	From To			
C.	I / We are submitting	documents as per Table below (tick ( $\checkmark$ ) a	s relevant, refer to the instructions):			
In	Document / formation / Details	Instruction / Rem	ark PAN Whether it is Valid (linked to Aadhaar) <sup>®</sup>			
1.	PAN of Shareholder 1		Yes No			
	PAN of Shareholder 2		Yes No			
	PAN of Shareholder 3		Yes No			
@ PAN shall be valid only if it is linked to Aadhaar by March 31, 2022 or any date as may be specified by the CBDT						
2.	Demat Account Number	Also provide Client Master List ( <b>CML</b> ) of y Depository Participant.	so provide Client Master List ( <b>CML</b> ) of your Demat Account, provided by the epository Participant.			
3.	Proof of Address of first holder	ease see overleaf.				
		Account Number :				
	Bank details of first holder	Bank Name :				
4.		Branch Name :				
		FS Code :				
		ovide the following: <u>original cancelled cheque</u> with name of security holder nted on it <u>or Bank Passbook</u> or <u>Bank Statement attested by the Bank</u> #				
5.	E-mail address					
6.	Mobile Number					
L						

(DP: Depository Participant)

# In case it is not provided, the details available in the CML will be updated in the folio

## Proof of Address of first shareholder

Any one of the documents, if there is change in the address.

Client Master List (**CML**) of your Demat Account, provided by DP.

Valid Passport/ Registered Lease or Sale Agreement of Residence / Driving License / Flat Maintenance bill.

Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.

Identity card / document with address, issued by any of the following: Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions.

For FII / sub account, Power of Attorney given by FII / sub-account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken.

The proof of address in the name of the spouse

## Incase of change of Address

My Old Address as per Company's / RTA record	My current Address to be recorded

Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our folio (s) \_\_\_\_\_\_, (use Separate Annexure if extra space is required) in which

I/We are the holder(s) (strike off what is not applicable).

Declaration: All the above facts stated are true and correct.

	Holder 1	Holder 2	Holder 3
Signature			
Name			
Full Address			
PIN			