



### Dematerialisation Request Form

Normal Dematerialization    Transmission-cum-Dematerialization    Transposition-cum-Dematerialization

#### SPA Securities Limited

25, C-Block, Community Centre,  
Janak Puri, New Delhi – 110058

(To be filled up by the Depository Participant)

DRN		Date											
DRF No.		Date											

(To be filled by the BO. Please fill all the details in **BLOCK LETTERS** in English. Fill up a separate DRF for Free securities and Locked –In securities. In case of locked-in securities fill up a separate DRF for different lock-in reason / lock-in expiry dates.)

I / We request you to dematerialise the enclosed security certificate(s) registered in my/our name into my/our demat account.

DP ID	1	2	0	5	8	6	0	0	Client ID								
Name of First / Sole Holder																	
Name of Second Holder																	
Name of Third Holder																	
Name of the Company																	
ISIN	I	N															
Quantity to be Dematerialized	(In Figures)																
	(In Words)																
Number of Certificates (in words)																	
Nature of Securities	<input type="checkbox"/> Free Securities		<input type="checkbox"/> Lock-in Securities														
Lock-in reason																	
Lock in Expiry Date																	

#### Details of Securities:

Type of Security	<input type="checkbox"/> Equity <input type="checkbox"/> Debentures <input type="checkbox"/> Bonds <input type="checkbox"/> Units <input type="checkbox"/> Other (Specify) _____																
Face Value of Securities																	
	From	To	From	To	From	To											
Folio No.																	
Certificate Numbers																	
Distinctive Numbers																	
Quantity																	

Attach an annexure (duly signed by account holder(s)) in the above format if the space is not sufficient.

The original certificates / documents are hereby surrendered by me / us for dematerialisation and the same are free from any lien or charge or encumbrance and represent the bonafide securities of the Issuer Company to the best of my / our knowledge and belief.

	First / Sole Holder	Second Holder	Third Holder
Name			
Signature with DP			
Signature with RTA			

**Participant Authorization** (From DP to RTA)

We have received the above mentioned securities bearing ISIN \_\_\_\_\_ for Dematerialisation. The Application form is verified with the Certificates / Documents surrendered for dematerialisation and we certify that the application form is in accordance with the details mentioned in the enclosed certificates / documents. It is also certified that the Holder(s) of the securities have a beneficiary account with us in the same name(s) and order of name(s).

**Depository Participant Seal and Signature**

===== (Please Tear Here) =====

**Acknowledgement Receipt**

DRF No.									Date									
DP ID	1	2	0	5	8	6	0	0	Client ID									
First / Sole Holder Name																		
Second Joint Holder Name																		
Third Joint Holder Name																		
Name of the Company																		
Type of Security	<input type="checkbox"/> Equity <input type="checkbox"/> Debentures <input type="checkbox"/> Bonds <input type="checkbox"/> Units <input type="checkbox"/> Other (Specify) _____																	
ISIN	I	N																
Number of Securities (in figures)																		
Number of Securities (in words)																		
Number of Certificates (in figures)																		
Number of Certificates (in words)																		

We hereby acknowledge the receipt of certificates / documents, in respect of the above securities for dematerialization to verification.

**Depository Participant Seal and Signature**

**Instructions:**

1. In case of transmission-cum-demat, a notarized copy of death certificate of the deceased holder, copy of the Order of the Court, etc. to be attached with DRF.
2. In case of transposition-cum-demat, a duly executed Transposition Request Form to be attached with the DRF.