



CHECKLIST FOR SHARE DEMATERIALISATION

1. Demat account in CBSL
2. Dematerialization request form
3. Valid original share certificate
4. Self-attested PAN Card copy
5. Self-attested Address Proof (copy of Aadhar card/Voter ID/Driving License/Passport)
6. Personalised cheque (Cancelled & Name Printed)

If KYC & Signature is not updated in RTA records following forms to be submitted:

7. Form ISR – 1
8. Form ISR – 2 (Verification from Bank Official (Manager & above) where SB account is maintained)
9. SH13 or Form ISR – 3 (Nomination or Opt out of Nomination Form)

In Case One of Joint Holder Has Deceased, Please Submit Below Mentioned Documents Also:

- Original OR Notarised Death Certificate
- Annexure- OB

In Case the Name Pattern in Certificates is Not Matching with Demat Account, Please submit ANNEXURE – OA



Canara Bank Securities Limited

COMPANY COPY

A Wholly Owned Subsidiary of Canara Bank

ANNEXURE - D

CENTRAL DP, DP ID - IN301356

No. 51, 1st Floor, Stock Exchange Towers, 1st Cross, J.C. Road, Bengaluru-560027.

Phone : 080-22271211 / E-mail : dpmod@canmoney.in

Date

DEMATERIALISATION REQUEST FORM

D R N No.....

Serial No.

Inward No.....

I/We request you to dematerialise the enclosed certificates into my / our account as per the details given below.

Client ID		Company Name	
Sole/First Holder Name		Type of Security	EQUITY / OTHERS (Please Specify)
Second Holder Name		Face Value	Rs. 100/- <input type="text"/> 10 <input type="text"/> 5 <input type="text"/> 2 <input type="text"/> 1 Please Tick
Third Holder Name		ISIN (to be filled in by the DP)	

Quantity to be Dematerialised : (in figures)

(in words)

Details of Securities ☐ **Free Securities** ☐ **Locked-in Securities** **Total No. of Certificates**

Sl. No.	Folio No.	Certificate Nos		Distinctive Nos		Quantity
		From	To	From	To	

In case the space is found to be insufficient, an annexure containing the certificate details in the same format may be attached and signed by all holders, Please use separate form for free securities and locked-in securities.

Details of Locked-in Securities : Lock-in Reason

Lock-in release date

Declaration

I/We hereby declared that the above mentioned securities are registered in my/our name. The original certificates are hereby surrendered by me/us for dematerialisation. I/We also hereby declare that the securities surrendered by me/us for dematerialisation are free from any lien or encumbrance and represents the bonafide securities of the company to the best my/our knowledge and belief.

Signature(s)

Sole/First Holder _____

Second Holder _____

Third Holder _____

Participant Authorisation

We have received the above mentioned securities for dematerialisation. The application form is verified with the certificates surrendered for dematerialisation and we certify that the application form is in accordance with details mentioned in the enclosed certificates. It is also Certified that the holders of the securities have beneficiary account with us in the same name(s).

For Canara Bank Securities Ltd.
Central D.P. Cell

Date :

Manager

Name

Stamp :

Telephone / Mobile No. of Client :



Canara Bank Securities Limited

BRANCH COPY

A Wholly Owned Subsidiary of Canara Bank

ANNEXURE - D

CENTRAL DP, DP ID - IN301356

No. 51, 1st Floor, Stock Exchange Towers, 1st Cross, J.C. Road, Bengaluru-560027.

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Signature(s)

Sole/First Holder _____

Second Holder _____

Third Holder _____

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For Canara Bank Securities Ltd.
Central D.P. Cell

Date :

Manager

Name

Stamp :

Telephone / Mobile No. of Client :



Canara Bank Securities Limited

A Wholly Owned Subsidiary of Canara Bank

CENTRAL DP, DP ID - IN301356

No. 51, 1st Floor, Stock Exchange Towers, 1st Cross, J.C. Road, Bengaluru-560027.

Phone : 080-22271211 / E-mail : dpmmod@canmoney.in

CLIENT COPY

ANNEXURE - D

Date

DEMATERIALISATION REQUEST FORM

D R N No.....

Serial No.

Inward No.....

I/We request you to dematerialise the enclosed certificates into my / our account as per the details given below.

Client ID									Company Name	
Sole/First Holder Name									Type of Security	EQUITY / OTHERS (Please Specify)
Second Holder Name									Face Value	Rs. 100/- <input type="text" value="10"/> <input type="text" value="5"/> <input type="text" value="2"/> <input type="text" value="1"/> Please Tick
Third Holder Name									ISIN (to be filled in by the DP)	

Quantity to be Dematerialised : (in figures)

(in words)

Details of Securities ☐ **Free Securities** ☐ **Locked-in Securities** **Total No. of Certificates**

Sl. No.	Folio No.	Certificate Nos		Distinctive Nos		Quantity
		From	To	From	To	

In case the space is found to be insufficient, an annexure containing the certificate details in the same format may be attached and signed by all holders, Please use separate form for free securities and locked-in securities.

Details of Locked-in Securities : Lock-in Reason

Lock-in release date

Declaration

I/We hereby declared that the above mentioned securities are registered in my/our name. The original certificates are hereby surrendered by me/us for dematerialisation. I/We also hereby declare that the securities surrendered by me/us for dematerialisation are free from any lien or encumbrance and represents the bonafide securities of the company to the best my/our knowledge and belief.

Signature(s)

Sole/First Holder _____

Second Holder _____

Third Holder _____

ACKNOWLEDGEMENT

We here by acknowledge the receipt of above mentioned shares/unit/bond/debentures surrendered for dematerialisation subject to verification.

Charges Collected

Rs.

Telephone / Mobile No. of Client :

**ANNEXURE - OB****FORM FOR TRANSMISSION ALONGWITH DEMATERIALISATION**

TO,
Canara Bank Securities Ltd (DP ID: IN301356)
Depository Cell
Stock Exchange Towers
1st Cross, J C Road, Bangalore 560 027

Date:

I/we, the undersigned, being the joint holders of the following securities along with

Mr/Mrs/Ms..... (Name of the deceased) wish to have the name of the deceased deleted from the security certificates. A copy of the death certificate duly notarised and the dematerialisation request form along with the physical certificates are enclosed. I/We request you to process the same and advise the Issue/R&T Agent accordingly. The details are given below:

Client Id:-**Company Name:-****Type of Security Equity/Others (please specify):****Quantity (in figures):****(In words):****SIGNATURE(S):-**

SL No.	Name of the survivor(s)	Signature(s)

(To be filled in by the participant)**ISIN NO:**

I	N	E									
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Dematerialisation Request No.(DRN):**Instructions:**

1. Separate forms should be filled up for each ISIN by the survivor(s).
2. Each form should be accompanied by a copy of the death certificate, duly notarised.

**ANNEXURE OA**
TRANSPPOSITION FORM

Date:

To,

Canara Bank Securities Limited (IN301356)
Depository Cell
51, 1 St floor, Stock Exchange Towers
J C Road
Bangalore 560027

We, the undersigned, being the joint holder(s) of securities of _____ wish to have our holdings transposed in the following order in which we have an account with you. We are also submitting the certificate(s) along with DRF for dematerialisation.

Names on the certificate of security	Signature(s)

Details of our DP client ID:-

DP ID	Client ID	Names of the account holders
IN301356		

Note: Separate Transposition form should be filled by the joint holders for securities having Distinct ISINs.