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)

B. Security Details:		
Mobile number	E-mail ID	Address
	Bank details	Signature

Name of the Issuer Company	Folio No.:	
Name(s) of the Security holder(s) as per	1.	
the Certificate(s)	2.	
	3.	
Number & Face value of securities		
Distinctive number of securities (Optional)	From To	

C. I / We are submitting documents as per Table below (tick ✓ as relevant, refer to the instructions):

	\checkmark	Document /	Instruction / Remark			
		Information				
		/ Details				
1	PA	N of (all) the (jo	pint) holder(s)			
		PAN				
		Whether it				
		is Valid				
		(linked to				
		Aadhaar):	PAN shall be valid only if it is linked to Aadhaar by March 31, 2022*			
		□ Yes □No	For Exemptions / Clarifications on PAN, please refer to Objection Memo in			
			page 4			
2		Demat				
		Account				
		Number	Also provide Client Master List (CML) of your Demat Account, provided by the			
			Depository Participant.			

3		Proof of	Any one of the documents, only if there is change in the address;		
		Address of	□ Client Master List (CML) of your Demat Account, provided by DP.		
		the first	□ Valid Passport/ Registered Lease or Sale Agreement of Residence / Driving		
		holder	License / Flat Maintenance bill.		
			\Box 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.		
			\Box 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		
4		Bank details	Account Number:		
			Bank Name:		
			Branch Name:		
			IFS Code:		
		Provide the following:			
			□ <u>original cancelled cheque</u> with name of security holder printed on it or <u>Bank</u>		
			Passbook or Bank Statement attested by the Bank #		
5		E-mail			
		address	#		
6		Mobile			
	1		#		

* or any date as may be specified by the CBDT (DP: Depository Participant) # In case it is not provided, the details available in the CML will be updated in the folio

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	\checkmark		
Name	\checkmark		
Full address	\checkmark		
PIN			