



Regd Office: 3rd Floor, Mafatlal Centre, Nariman Point, Mumbai – 400 021
 SEBI Registration Numbers: NSE & BSE – (Cash, FO) INZ000007237, NSDL DP ID: IN300079

APPLICATION FOR CLOSING AN ACCOUNT

To,
IDBI Capital Markets & Securities Limited
 (formerly known as “IDBI Capital Market Services Ltd.”)
 3rd Floor, Mafatlal Centre
 Nariman Point, Mumbai 400021

Date	D	D	M	M	Y	Y	Y	Y
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CLOSURE REQUEST FOR Only Trading A/c Only Demat a/c Both

TRADING UNIQUE CLIENT CODE : _____ DEMAT CLIENT ID : IN 300079 _____
 (of account to be closed) (of account to be closed)

1. I / We hereby request you to close my/our account(s) with you as per following details:

Name of the holder(s)	
Sole/ First Holder	
Second Holder	
Third Holder	

2. Reason/s for Closure of depository / trading account: _____

3. Please tick the applicable option(s) in respect of DEMAT ACCOUNT

<input type="checkbox"/> Option A [There are no balances / holdings in this account]																							
<input type="checkbox"/> Option B [Transfer the balances / holdings in this account as per details given]	Transfer to my / our own account <i>(Provide target account details and enclose Client Master Report of Target Account)</i> Transfer to any other account <i>(Submit duly filled Delivery Instruction Slip signed by all holders)</i>																						
	<table border="1"> <thead> <tr> <th colspan="2">Target Account Details</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> NSDL</td> <td>DP ID</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> CDSL</td> <td>Client ID</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Target Account Details		<input type="checkbox"/> NSDL	DP ID									<input type="checkbox"/> CDSL	Client ID								
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<input type="checkbox"/> Option C [Rematerialise / Reconvert (Submit duly filled Remat / Reconversion Request Form for mutual fund units)]																							

INSTRUCTIONS TO ACCOUNT HOLDER(S)

- Submit a duly filled Remat / Reconversion Request Form (RRF) if the balances are to be rematerialized.
- Submit a duly filled Delivery Instruction Slip {DIS} (off market instruction slip) if the balances are to be transferred to another account..
- Account opened in the name of Proprietorship / Partnership / HUF/ Corporates/ Trusts, stamp of the respective entity has to be affixed along with the signature.
- All the necessary details along with the signature should be filled in the Black or Blue ink only. If the form is filled & signed with other ink or pencil, the same will be rejected.
- In case of closure of the trading account, we will be closing out the facility of online IPO, Mutual Funds and other investment product as offered by/ through IDBI Capital Markets & Securities Ltd.
- The Trading Account shall not be closed until clearing of all balances. In case of debit balance in your Trading Account you are requested to settle the amounts payable by you before 1 closure.
- Credit Balances of funds, if any, in your Trading Account shall be transferred to your Bank Account linked to the Trading Account.

Declaration: I/We declare and confirm that all the transactions in my/our demat and Trading account are true / authentic. I/We further undertake to indemnify IDBI Capital Markets & Securities Ltd. against any loss, claims, damages that may have accrued to IDBI Capital Markets & Securities Ltd. prior to termination / closure or which may arise out of or in connection with the transaction entered into or acts done or omitted prior to the termination / closure of the above trading

	First Holder / Sole Holder	Second Holder	Third Holder
Name			
Signature			

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Acknowledgement

We hereby acknowledge the receipt of the your request for closing the following Account subject to verification:

DP ID		Client ID	
Trading Unique Client Code			
Name of Sole / First Holder			
Name of Second Holder			
Name of Third Holder			
Signature of the Authorised Signatory	Seal/ Stamp of IDBI Capital		
Date			