

Date :

To,
The Depository Cell
IDBI Capital Markets & Securities Ltd.
5th & 6th Floor, IDBI Tower, World Trade Centre
Cuffe Parade, Mumbai -400 005

Sub : Loss of DIS Booklet and Issue of Fresh one for Client ID :

Dear Sir,

I/We _____ and _____ and _____ having demat account with IDBI Capital Markets & Securities Limited with above mentioned demat account number and having being issued DIS booklet bearing serial number _____ to _____ .

I /We wish to inform you that we have lost / destroyed / misplaced the said booklet and / or unable to trace out the same. You are requested to kindly cancel all the unutilized slips from the booklet(s) issued to me/us and issue fresh booklet to me/us.

I am / We are enclosing herewith the required documents for the same which are as under :

- 1. Photo Identity Proof of each demat account holder duly self attested.**
- 2. Cheque for Rs.50/- towards issue of duplicate booklet.**
- 3. Latest Holding / Transaction statement recd.**

We request you to kindly issue a fresh DIS booklet at the earliest and forward the same to me/us at the address registered with you or the local branch of IDBI Capital.

Thanking You,

Yours Faithfully,

Signature of 1st Holder

Signature of 2nd Holder

Signature of 3rd Holder

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Instructions for Branch :

- 1. Confirm with the client that all holders have signed the form.
- 2. Demat Account Number is mentioned in the application.
- 3. Kindly collect all previous outstanding DP charges plus Rs.50/- towards issue of new DIS booklet along with this application.