

Claim from Unclaimed Suspense Account

1. Duly filed in **Form ISR-4** signed by all security holders.
2. **Form ISR-1** with supporting documents viz., PAN linked with Aadhar, Bank Mandate, Mobile No, Email Id, Nomination details as required to be provided and ISR-3 / SH 13 (optional), in case these details are not registered or any change required.
3. Banker's attestation of the signature of the all the security holders as per **Form ISR – 2** along with documents as mentioned in **Annexure B** (provided below), in case these details are not registered or any change.
4. Client Master List (CML) of the demat account held by the security holders not older than two months from the date of submission and is duly attested by your Depository Participant.

All the Forms mentioned above are available under Downloads

Annexure B - Bank Attestation

Option 1

- Original cancelled cheque with name of security holder printed on it or
- Self-attested Bank Passbook /Bank Statement,

OR

Option 2

Share holder can change / update signature by visiting the office of respective RTA in person and sign before the authorized personnel of the RTA In this case, the shareholder shall show the following documents in original for verification along with self-attested copies of the same.

- I. PAN Card and any one of the following four documents for Proof of Identity
 - a) Unique Identification Number (UID) (Aadhaar)
 - b) Valid Passport
 - c) Driving license in Smart Card form, Book form or copy of digital form
 - d) Identity card / document with applicant's Photo, issued by any of the following: Central / State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions duly attested by their employer with date and organization stamp

Note:

- *PAN shall be operative and linked with Aadhar*
- *In case of mismatch in the signature of the holder as available in our records and the present signature, the security holder shall provide the old and present specimen signature in the request letter in order to verify the same*
- *The Cancelled Cheque provided shall be of same bank account number mentioned in CML and ISR-1.*