Transmission of securities held in physical form

(Market value of the shares up to 10 lakhs)

For processing the transmission of shares, please submit the following documents in accordance with **SEBI circular No. HO/38/13/11(14)2026-MIRSD-POD/I/17111/2026 dated 23-July-2026.**

All the Annexures to the aforesaid circular are available in the "Downloads" section under the file name "Transmission-Annexure"

1. Duly completed and signed Transmission Request Form (for Transmission under other than QTP Category) - **Annexure-3**.
2. Self-attested copy of the Client Master List (CML) of the claimant's demat account. Please ensure that the CML is not older than two months from the date of submission.
3. Original death certificate;
   OR
   Copy of the death certificate attested by the nominee, subject to verification with the original;
   OR
   Copy of the death certificate duly attested by a Notary Public or Gazetted Officer, or Judicial Magistrate First Class ("JMFC");
   OR
   Death certificate with Quick Response (QR) code.

   In cases where the death of the investor occurred outside India, the proof of death document issued by the concerned foreign authority should be certified through any one of the following modes:
   a) Court Magistrate or Judge or Notary Public in the country of issuance; or
   b) Consularisation by Indian Embassy / Consulate General in the country of issuance; or
   c) Apostille certification; or
   d) Certification by authorised officials of overseas branches of Scheduled Commercial Banks registered in India.
   e) certification by authorised officials of branches of overseas banks with whom Indian banks have correspondent banking relationships.

   In case the original death certificate is issued in a language other than English, the claimant shall also submit a self-certified copy of translation of death certificate into English along with certified copy of the original death certificate.
4. Original Security Certificate(s) of face Value Re.1/-
5. Copy of the birth certificate or school leaving certificate / passport or Aadhar attested by Guardian. (In case the nominee/claimant/legal heir is minor)
6. KYC of the Guardian (in case of nominee/claimant/legal heir is minor/of unsound mind)

7. Notarized Indemnity Bond indemnifying the RTA / HDFC Bank Limited, as per **Annexure-4,** executed on non-judicial stamp paper of appropriate value as specified under the Stamp Act of the State where the claimant resides.
8. Notarized Affidavit-Cum-NOC from all the legal heirs, confirming identification and claim of legal ownership to the securities and no objection as per **Annexure – 5**, executed on non-judicial stamp paper of appropriate value as specified under the Stamp Act of the State where the claimant resides.
   OR
   Copy of family settlement deed executed by all legal heirs, duly attested by a Notary Public, Gazetted Officer or accepted and approved by a Magistrate, Judge or Civil Court.
9. Self-attested copy of valid PAN card(s) of the claimant(s) / Legal heir(s). (PAN shall be valid
   only if it is linked with Aadhaar).
10. Copy of a cancelled cheque leaf bearing the claimant's name, issued for the active bank account maintained by the claimant.
11. The claimant(s) shall submit a duly completed Demat Conversion Request Form (DCRF), duly attested by their Depository Participant (DP), to facilitate the credit of shares directly to the claimant's demat account through the Direct Credit mode.

In cases where the legal heir(s)/claimant(s) are named in the Succession Certificate or Probate of Will or Letter of Administration or Court Decree, submission of the Indemnity Bond (Annexure 4) and the Affidavit-cum-NOC from non-claimant legal heir(s) (Annexure 5) will not be required.

In case the shares are held in Dematerialised mode, please approach your "Depository Participant"