

## FORM ISR – 1

### REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

In pursuance of SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

**(Important: Read Instructions as specified overleaf carefully before submitting the Form)**

**A. I/We, request you to Register / Change / Update the following (Tick ✓ relevant box)**

**Date:** \_\_\_ / \_\_\_ / \_\_\_

<input type="checkbox"/> PAN	<input type="checkbox"/> Signature	<input type="checkbox"/> Mobile Number
<input type="checkbox"/> Bank details	<input type="checkbox"/> Registered Address	<input type="checkbox"/> E-mail ID

**B. Security Details**

<b>Name of the Issuer Company</b>	<b>Folio No.</b>	
<b>Number and Face value of Securities</b>		
<b>Distinctive number of Securities (Optional)</b>	<b>From</b>	<b>To</b>

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

<b>1.</b>	<b>PAN of (all) the (joint) Holders</b> (Refer Instruction No 1 overleaf)		
	Name(s) of the Security holder(s) in Capital as per the Certificate (s)	<b>PAN</b>	<b>PAN Linked to Aadhaar -Y/N</b> Tick any one [✓]*
	1.		Yes / No
	2.		Yes / No
	3.		Yes / No

<b>2.</b>	<b>Demat Account Number*</b>	<b>Client Master List Number (CML)</b>	
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\*(Refer Instruction No 2 overleaf)

<b>3.</b>	<b>Full Address</b> (Refer Instruction No 3 overleaf)		
<b>Name</b>	<b>First Holder</b>	<b>Joint Holder – 1</b>	<b>Joint Holder – 2</b>
<b>Full Address</b>			
	<b>PIN</b> _____	<b>PIN</b> _____	<b>PIN</b> _____

<b>4.</b>	<b>Bank Details</b> (Refer Instruction No 4 overleaf)		
	<b>Name of the Bank &amp; Branch</b>		
	<b>Bank Account No.</b>	<b>IFSC Code</b>	

<b>5.</b>	<b>E mail Address#</b>	<b>6.</b>	<b>Mobile No#</b>
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#(Refer Instruction No 5 & 6 overleaf)

**Authorisation :** I / We authorise you (RTA) to update the above PAN and KYC details in my / our above 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 and documents enclosed as per checklist overleaf are true and correct.

	<b>First Holder</b>	<b>Joint Holder - 1</b>	<b>Joint Holder - 2</b>
<b>Name</b>			
<b>Signature<sup>^</sup></b>			

<sup>^</sup>(Refer Instruction No 7 overleaf)

**INSTRUCTIONS FOR SUBMISSION OF FORM ISR – 1**

No.	Tick √	Document/Information/Details	Instruction/Remark
(1)	(2)	(3)	(4)
1		<b>PAN of (all) the (joint) holder(s)</b>	PAN copies of all the holder(s) duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar by March 31, 2022, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular. (To know the status of your PAN Linked to Aadhaar check on link: <a href="https://www.incometax.gov.in/iec/foportal">https://www.incometax.gov.in/iec/foportal</a> )
2		<b>Demat Account Number</b>	Provide Client Master List (CML) of your Demat Account, provided by the Depository Participant.
3		<b>Proof of Address of the first Holder</b>	Provide self-attested copy of any ONE of the documents, issued by a Govt. Authority, <b>only if there is change in the address;</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Client Master List (CML) of your Demat Account, provided by the Depository Participant (DP).</li> <li><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence/ Driving License/Flat Maintenance Bill.</li> <li><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> The proof of address in the name of the spouse</li> </ul>
4		<b>Bank Details</b>	Provide Original cancelled cheque bearing the name of first holder printed on it or Bank Passbook or Bank Statement attested by the Bank. In case it is not provided, the details available in the CML will be updated in the folio.
5		<b>E-mail address</b>	As mentioned on Form ISR-1. In case it is not provided on Form ISR-1, the E-mail address available in the CML will be updated in the folio.
6		<b>Mobile</b>	As mentioned on Form ISR-1, In case it is not provided on Form ISR-1, the Mobile No. available in the CML will be updated in the folio.
7		<b>Specimen Signature</b>	Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder.
8		<b>Nomination</b>	<b>Submit Form(s) as per any ONE of the following options:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>SH-13</b> For First Time Nomination</li> <li><input type="checkbox"/> <b>SH-14</b> For Cancellation or Variation in Nomination</li> <li><input type="checkbox"/> <b>SH-14 and ISR-3</b> For Cancellation of Nomination and to "Opt-Out"</li> <li><input type="checkbox"/> <b>ISR-3 To "OPT Out"</b> of Nomination or if No-Nomination is required</li> </ul>

Please tick mark √ in Column 2 for documents which you are submitting with ISR-1