

Duplicate share certificate Form*Annexure-I*

To

M/s _____

We are sending hereby Indemnity and affidavit for issuance of duplicate share certificates details of share Certificate(s) as given below.

Folio No.	Name of shareholders	Certificate No(s).	No. of Shares	Distinctive Nos.

I/We give hereby submit the following documents to support my claim for the said shares:#

Police Complaints	<input type="checkbox"/>	Indemnity Bond duly attested by notary	<input type="checkbox"/>
Affidavit duly attested by notary	<input type="checkbox"/>		<input type="checkbox"/>
Signature attested by Bank	<input type="checkbox"/>	Copy of Pan card & residence proof holder	<input type="checkbox"/>
Copy of Pan card & Residence of Witness	<input type="checkbox"/>	Copy of Pan card & residence proof Surety	<input type="checkbox"/>

Signature of the Shareholder	<u>Bank Details of Shareholder</u>
Name :-	Name of Bank :-
Address :-	SB A/C No.:-
Contact No:-	MICR NO.:-
Email Id :-	IFSC CODE NO
	Branch Address:-

Date:

Place:

Tick in the applicable boxes

* Strike out whichever is not applicable

Deed of Indemnity
By the shareholder(s)

(To be executed on Non-judicial stamp paper of Rs 100 adequate value as applicable in the place of execution)

Please furnish an Indemnity attested by **1st class Judicial magistrate / Notary Public** as per draft

WHEREAS I/Weagedyears Son/daughter/wife of Mr.....Pan No.....AadharNo.....MobileNo.....EmailNo.....Residing at.....(hereinafter referred to as the "INDEMNIFIER(S)" (which expression shall include his/her/their Heirs, Executors, Administrators, Successors and Assign) have through an Affidavit informed M/S----- that I/we had/have lost/misplaced Equity Shares, as per details given hereunder, of M/S-----, an existing Company within the meaning of the Companies Act, 1956 . (hereinafter referred to as "the company") and that the original Share Certificate is/is not in my possession.

Folio No.	Name of shareholder(s)	Share Cert. No.	Distinctive Nos.		No. of Shares	Face value Rs.
			From	To		

AND WHEREAS the indemnifier(s) do hereby request the Company to issue of duplicate share certificate in respect of the said Shares upon his/their submitting this duly executed Deed of Indemnity to the Company.

Now in consideration of the Company having agreed to accept the aforesaid request I/We, the aforesaid Indemnifier(s), for myself/ourselves and for my/our Heirs/Executors, Administrators, Successors and Assigns, do hereby jointly and Severally covenant with the Company that I/We and each of my/our Heirs, Executors, Administrators, successors and assign will, upon the company releasing the Share Certificate as aforesaid, at all times save defend, indemnity and keep indemnified the Company, its Successors and Assigns, estate and effects, Directors, Managers and Company Secretary, theirs Heirs, Executors, Administrators, Successors and assigns from and against all actions, causes of actions suits, proceedings, accounts, claims, liabilities, damages, costs, charges, expenses and losses arising in any manner howsoever for or on account of aforesaid release of the Share Certificate or otherwise in connection with the same.

IN WITNESS WHEREOF the Indemnifier(s) has/have/their hands on the Indemnity Bound today the day of Two thousand

Witnesses : **

Shareholders:*

1	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No-----Email Id-----	1	Signature * Name
2	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No_____Email Id_____	2	Signature * Name
3	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No-----Email Id-----	3	Signature * Name

Surities : **

1	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No_____Email Id_____
2	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No-----Email Id-----

Dated :

Place :

* All the Shareholders must sign

** Enclose certified True Copies of Identity Proof document, Address Proof document and Attested signatures of all the Witnesses and Sureties.

Affidavit

for Issue of Duplicate Share Certificate(s)

(To be executed on Non-judicial stamp paper Rs 20 of adequate value as Applicable in the place of execution)

Please furnish an Affidavit attested by **1st class Judicial magistrate / Notary Public** as per draft

I/We wife/son/daughter of Mr.Pan No.....Aadhar No.....
Mobile No..... Email Id Noresiding atthat I/We were
shareholder of M/s..... Details of shares as given below

Folio No.	Name of shareholder(s)	Share Cert. No.	Distinctive Nos.		No. of Shares	Face value Rs.
			From	To		

Do solemnly swear and sincerely state as under :

1. That My/Our aforesaid Share Certificate(s) has/have been lost/misplaced and I/we have filed an FIR or police complain dated and am enclosing herewith a certified true Copy thereof.
2. That I/We have never till date :
 - (a) Sold the said shares to any person or executed any Transfer Deed in respect of said Shares and have thus not received any consideration in respect of said shares.
 - (b) Hypothecated/pledged the aforesaid Shares in favour of any person.
3. That thus I/We am/are the legal owner(s) of the said Shares and no-one else is/are legally entitled thereto.
4. That I/We am/are competent, eligible and entitled to receive the Share Certificate(s) in respect of the said Shares.
5. That I/We do hereby request M/s to issue Duplicate Share Certificate(s) in respect of the said Shares upon my/our complying with all the requirements of the company in this regard.
6. That I/We am/are also submitting herewith a Self Certified Copy of my/our Identity proof document and Address proof document .
7. That I/We am/are also submitting herewith a specimen signatures duly attested by my/our Banker.
8. That I/We have executed a Deed of Indemnity in favour of the Company and am/are enclosing the same herewith.

This Affidavit has been executed by me/us at (place) under my/our signature(s) on this day of Two thousand in presence of under mentioned witnesses.

Witnesses : **

Shareholders:*

1	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No.....Email Id	1	Signature * Name
2	Signature : Name : Father's/Husband's Name Occupation : Address : Contact No.....Email Id	2	Signature * Name

Place :

VERIFICATION

I/We do hereby solemnly verify that the facts stated above are true to the best of my/our knowledge and that noting material in this regard has been concealed.

1	Signature * Name
2	Signature * Name
3	Signature * Name

* All the Shareholders must sign

** Enclose Self certified Copies of Identity Proof document, and Address Proof document of all Shareholder and of all the

Letter of Surety
[To be executed by all the sureties separately]

Annexure-V

Name of Surety* _____

Permanent Residential Address _____
_____ Pin _____

Age _____ Years Permanent Account No.** _____

** A person cannot stand as surety for spouse/ family member ** Furnish proof of PAN*
(Fill in any one or more of the following boxes, whichever is applicable)

A. Details of Employment

1. Name of Employer : _____

2. Place of Employment : _____

3. Annual Salary : _____

4. Other emoluments : _____

B. Details of immovable property owned

(Absolutely in own name and not as member of a joint & undivided Hindu family. Specify whether the immovable property consists of houses or mere land)

1. Within the municipal limits: _____

2. Situation : _____

3. Value : _____

4. Annual rent realized : _____

C. Details of business owned

(Absolutely in own name and not as a person)

1. Name of Organisation : _____

2. Nature of business & location: _____

3. Annual turnover : _____

4. Annual Profits : _____

Date: _____

(Signature of Surety)

Full Name, Address of witness

Signed in the presence of

SIGNATURE VERIFICATION CERTIFICATE

Passport Size
Photograph

(To be attested)

With her/his signature & rubber stamp appearing half
on the photograph and half on the certificate

I hereby certify that I know Sh./Smt./Kum Son / Daughter
of and whose personal particulars, as
given below, are correct to the best of my knowledge & belief. Also copy of Pan card , Residence proof,
& copy of Pass book attached.

1. Name	
2. Father's Name	
3. Date of Birth	
4. PAN No.	
5. Contact Number	
6. Residence Address as per Bank Account Particulars	
7. Office Address	
8. Account maintained with the Bank	
i) A/c No.	
ii) Type	
III) MICR NO & IFSC CODE NO	
IVi) Maintained since	
v) Address as recorded in Column 5 in above a/c since	
Signature of Account Holder	

DETAILS OF ISSUER OF CERTIFICATE:

Name of Bank	
Full Name of Bank manager	
Designation	
Specimen signature code no	
Branch Address with Location	
Telephone/ Mobile No.: a)Branch: b)Issuing Authority:	

Date:
Place:

(Signature)
Bank Se