

List of Documents enclosed (for Individual accounts) (tick as applicable):

A . For surviving holder(s) in a joint account :

	Form 30 Transmission form
	Annexure Q – Closure Request Form
	Client holding statements –Valuation and Transaction signed by all survivors
	Giving Letter of indemnity on stamp paper of Rs. 300/- if there is any transaction after death
	Original death certificate or copy of death certificate attested by the nominee(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer
	Self–attested copy of PAN card of the survivor.
	In case the account of the surviving holder(s) in a joint account s) is/are not with the Participant, copy of Client Master Report of the account of the survivor

B For nominee(s) of the deceased:

	Form 30 Transmission form
	Annexure Q – Closure Request Form
	Client holding statements –Valuation and Transaction signed by all survivors
	Giving Letter of indemnity on stamp paper of Rs. 300/- if there is any transaction after death
	Original death certificate or copy of death certificate attested by the nominee(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer
	Self–attested copy of PAN card of the nominee(s);
	In case the account of the nominee(s) is not with the Participant, copy of Client Master Report of the account of the nominee(s)
	In case the nominee is a minor, Copy of Birth Certificate
	In case of nominee being a minor / of unsound person, KYC of the Guardian of Minor / of unsound person;

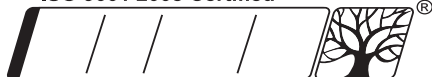
C For legal heir(s) or claimant(s), where deceased was a sole holder and no nomination in the account – Value of holding not exceeding Rs. 15,00,000 (Rupees Fifteen Lakhs) as on the date of application:

	Form 30 Transmission form
	Annexure Q – Closure Request Form
	Client holding statements –Valuation and Transaction signed by all survivors
	Giving Letter of indemnity on stamp paper of Rs. 300/- if there is any transaction after death
	Original death certificate or copy of death certificate attested by the nominee(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer
	To furnish the documents as mentioned in Form No. 30-Transmission Form

D. For legal heir(s)/claimant(s) where the deceased was a sole holder and no nomination registered in the account - Value of holding exceeds Rs.15,00,000 (Rupees Fifteen Lakhs) as on the date of application:

	Form 30 Transmission form
	Annexure Q – Closure Request Form
	Client holding statements –Valuation and Transaction signed by all survivors
	Giving Letter of indemnity on stamp paper of Rs. 300/- if there is any transaction after death
	Original death certificate or copy of death certificate attested by the nominee(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer
	To furnish the documents as mentioned in Form No. 30-Transmission Form

ISO 9001 2008 Certified



Smart Investing ...made easy

Version : 1.1 Form Code : SIHL CLS 001

# SHAH INVESTOR'S HOME LIMITED

REGD. OFFICE : 'SIHL HOUSE', Opp. Ambawadi Jain Temple, Nehrunagar Cross Road, Ahmedabad-380 015.  
Phone : 079-3002 5325, Fax : 079-3002 9029, Website : www.sihl.in, E-mail : helpdesk@sihl.in

No. : \_\_\_\_\_

## ANNEXURE Q

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

### APPLICATION FOR CLOSING AN ACCOUNT (For Beneficiary Account only)

I / We hereby request you to close my/our account with you as per following details:

1. Client ID (of account to be closed)

☐

NSDL 2. Please tick the applicable option(s)  
(Please tick relevant box)

	Name of the holder(s)	Signature(s)
Sole/ First Holder		
Second Holder		
Third Holder		

3. Reason/s for Closure of depository account: \_\_\_\_\_

☐ **Option A** [There are no balances / holdings in this account]

☐ **Option B**

(Transfer the balances/holdings in this account as per details given)

☐ Transfer to my/our own account  
(Provide target account details and enclose Client Master Report of Target Account)

☐ Transfer to any other account (Submit duly filled Delivery Instruction Slip signed by all holders)

### Target Account Details

<input type="checkbox"/> NSDL	DP ID	
<input type="checkbox"/> CDSL	Client ID	

☐ **Option C** [Rematerialise / Reconvert (Submit duly filled Remat / Reconversion Request Form-for mutual fund units)]

☐ I/We hereby request you to also close my/our **TRADING ACCOUNT** : \_\_\_\_\_

**Note** : 1.Relevant portions to be filled in 2. Please strike off as N.A. whatever is not applicable 3. Pending Dues should be cleared, if any

Entered By \_\_\_\_\_ Date \_\_\_\_\_ Varified By \_\_\_\_\_ Date \_\_\_\_\_

# FORM 30

## TRANSMISSION FORM

To,  
Shah Investor's Home Ltd. DP ID : IN 300343  
"SIHL House", Opp. Ambawadi Jain Temple,  
Nr. Nehrunagar Cross Road,  
Ahmedabad 380015 Gujarat, India.  
Tel: +91 79 4107 2222 | +91 79 6822 6822 | Website: www.sihl.in

**Registered Address:**  
P04-01E, Tower A, World Trade Center,  
Block-51, Road 5E, Zone-5, Gyan Marg,  
GIFT City, Gandhinagar, Gujarat 382 355

Date :

**(1) I/We, the undersigned, being the**

Executor(s) of the Will ☐ Administrator(s) of the Estate ☐ Successor(s) to the Estate ☐  
Legal heir(s) ☐ Joint holder(s) ☐ Nominee ☐

of Mr./Mrs./Ms. \_\_\_\_\_, Mr./Mrs./Ms. \_\_\_\_\_, and  
Mr./Mrs./Ms. \_\_\_\_\_, the deceased, of which \*nomination / Succession Certificate/ Probate of Will/ Will/

Letter of Administration/ Court Decree as may be applicable in terms of the Indian Succession Act, 1925 or Legal Heirship Certificate (or its equivalent Certificate)  
issued by competent Government Authority, was duly granted / issued to me / us on the \_\_\_\_\_ day of \_\_\_\_\_ of \_\_\_\_\_ hereby  
request you to register me/us as the beneficial owner(s) in respect of the securities standing in the name of the said deceased under Client ID .. \_\_\_\_\_

DP ID \_\_\_\_\_

**(2) I/We give hereunder the details of my/our account with a Participant to which the security balances are requested to be transmitted:**

Name	Client ID	DP ID

**(3) List of Documents enclosed (for Individual accounts) (tick as applicable):**

**A. For surviving holder(s) in a joint account :**

- (i). Original death certificate or copy of death certificate attested by the joint account holder(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer;

**B For nominee(s) of the deceased:**

- (i). Original death certificate or copy of death certificate attested by the nominee(s) subject to verification with the original or copy of the death certificate duly attested by a notary public or by a gazetted officer; (ii). Self-attested copy of PAN card of the nominee(s); (iii). In case the account of the nominee(s) is not with the Participant, copy of Client Master Report of the account of the nominee(s); (iv). In case the nominee is a minor, Copy of Birth Certificate; (v). In case of nominee being a minor / of unsound person, KYC of the Guardian of Minor / of unsound person;

**C For legal heir(s) or claimant(s), where deceased was a sole holder and no nomination in the account - Value of holding not exceeding Rs. 15,00,000 (Rupees Fifteen Lakhs) as on the date of application:**

- (i). Original death certificate or copy of the death certificate attested by the legal heirs (s) or claimant(s) subject to verification with the original, or copy of the death certificate duly attested by a notary public or by a gazetted officer; (ii). Self-attested copy of PAN card of the legal heir(s) / claimant(s); (iii). In case the account of the legal heirs(s)/ claimant(s) is/are not with the Participant, copy of Client Master Report of the account of the legal heirs(s) / claimant(s); (iv). In case the claimant / legal heir is a minor, Copy of Birth Certificate; (v). In case of claimant being a minor / of unsound mind, KYC of the Claimant Guardian; (vi). A notarized affidavit, in the format provided in Form 30 from all legal heir(s)/ claimants made on non-judicial stamp paper of appropriate value, to the effect of identification and claim of legal ownership to the securities; However, in case the legal heir(s)/claimant(s) are named in any of the Succession Certificate or Probate of Will or Will or Letter of Administration as may be applicable in terms of Indian Succession Act, 1925 (39 of 1925), or Legal Heirship Certificate or its equivalent certificate issued by a competent Government Authority, an affidavit from such legal heir(s)/claimant(s) alone shall be sufficient; (vii). Copy of the Succession Certificate (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Letter of Administration (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Court Decree (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Probate of Will\* (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **\*Probate of Will shall be only insisted on, if applicable in terms of Indian Succession Act, 1925**  
**OR** Copy of Will\*\* (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer shall be accompanied with a notarised Indemnity Bond from the legal heir(s) / claimant(s) to whom the securities are transmitted, made on non-judicial stamp paper of appropriate value in the format specified in Form 30;

**\*\* Will duly executed in terms of the Indian Succession Act, 1925 OR** Copy of Legal Heirship Certificate (or its equivalent) issued by a Competent Government Authority duly attested by a Notary Public or by a Gazetted Officer or attested by the legal heir(s) / claimant(s) subject to verification with the original, and accompanied with (i) a notarized indemnity bond from the legal heir(s) / claimant(s) to whom the securities are transmitted, made on non-judicial stamp paper of appropriate value in the format specified in Form 30; and (ii) no objection from all the non-claimants stating that they have relinquished their rights to the claim for transmission of securities, duly attested by a notary public or by a gazetted officer in the format specified in Form 30 (viii). In case of non-availability of documents mentioned in Para C-vii, the following shall be submitted along with other documents mentioned above;

a. Indemnity Bond (format enclosed) ;

b. No Objection Certificate(s) from all the legal heir(s) / non-claimants, clearly relinquishing their rights to the claim for transmission of securities (format enclosed); **OR** Copy of Family Settlement Deed duly executed by all legal heir(s) , duly attested by a notary public or by a gazetted officer [as an alternate to No objection certificate(s)]

**D. For legal heir(s)/claimant(s) where the deceased was a sole holder and no nomination registered in the account - Value of holding exceeds Rs. 15,00,000 (Rupees Fifteen Lakhs) as on the date of application:**

(i). Original death certificate or copy of the death certificate attested by the legal heirs(s) or claimant(s) subject to verification with the original, or copy of the death certificate duly attested by a notary public or by a gazetted officer; (ii). Self-attested copy of PAN of the legal heir(s) / claimant(s); (iii). In case the account of the legal heir(s) / claimant(s) is/are not with the Participant, copy of Client Master Report of the account of the legal heir(s) / claimant(s); (iv). Copy of the Succession Certificate (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Letter of Administration (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Court Decree (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **OR** Copy of Probate of Will\* (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer; **\*Probate of Will shall be only insisted on, if applicable in terms of Indian Succession Act, 1925 OR** Copy of Will\*\* (in terms of the Indian Succession Act, 1925), evidencing rights of the legal heir(s) / claimant(s), attested by the legal heir(s) / claimant(s) subject to verification with the original or duly attested by a notary public or by a gazetted officer shall be accompanied with a notarised Indemnity Bond from the legal heir(s) / claimant(s) to whom the securities are transmitted, made on non-judicial stamp paper of appropriate value in the format specified in Form 30; **\*\* Will duly executed in terms of Indian Succession Act, 1925 OR** Copy of Legal Heirship Certificate (or its equivalent) issued by a Competent Government Authority duly attested by a Notary Public or by a Gazetted Officer or attested by the legal heir(s) / claimant(s) subject to verification with the original, and accompanied with (i) a notarized indemnity bond from the legal heir(s) / claimant(s) to whom the securities are transmitted, made on non-judicial stamp paper of appropriate value in the format specified in Form 30; and (ii) no objection from all the non-claimants stating that they have relinquished their rights to the claim for transmission of securities, duly attested by a notary public or by a gazetted officer in the format specified in Form 30; (v). In case the claimant/legal heir is a minor, Copy of Birth Certificate; (vi). In case of claimant being a minor / of unsound mind, KYC of the Guardian of minor / of unsound person; (vii). A notarized affidavit, in the format provided in Form 30 from all legal heir(s)/ claimants made on non-judicial stamp paper of appropriate value, to the effect of identification and claim of legal ownership to the securities; Provided that, in case the legal heir(s)/claimant(s) are named in any of the Succession Certificate **OR Probate of Will or Will or Letter of Administration as may be applicable in terms of Indian Succession Act, 1925 (39 of 1925), OR** Legal Heirship Certificate or its equivalent certificate issued by a competent Government Authority, an affidavit from such legal heir(s)/claimant(s) alone shall be sufficient;

**(4) Declaration:**

(Applicable only for legal heir(s)/ claimant(s) where deceased was a sole holder and no nomination in the account - Value of holding exceeding / not exceeding Rs. 15,00,000 (Rs. Fifteen Lakhs) as on the date of application)

We declare that the below mentioned person(s) are the only legal heir(s) / claimant(s) of the deceased and there are no other legal heir(s)/claimant(s). Of these, as specified below, some/all of them are legal heir(s) / non-claimant(s) and some of them have given a No Objection Certificate relinquishing their rights on the securities held in the aforesaid Beneficial Owner account in favour of other legal heir(s)/claimant(s). Details are given below:

Sr.No.	Name of the legal heir(s)	Specify whether a legal heir(s) / claimant(s) given a No Objection Certificate

**(5) Signatures:**

Sr.No.	Name of claimant	Signature of claimant

**Notes:**

1. This request form should be signed by the surviving joint holder(s)/ legal heir(s)/ claimant(s)/ nominee, as the case may be.
2. \* Strike off whichever is not applicable

Letter / Email Format - Intimation of Demise information by the Joint Holder(s) / Nominee(s).

Date:

Name : Shah Investors home Ltd  
Address : SIHL House,  
Opp.Ambawadi Jain Temple,  
Nehrunagar Cross Road,  
Ahmedabad - 380 015.

Dear Sir/Madam,

**Sub.: Intimation of demise information.**

**Ref.: PAN [ ] & Folio/Account Number: /Account Number**

I/We regret to inform you about the demise having the above PAN / Folio / Account, where I/We is/are the joint holder(s) / registered nominee(s) in the accounts maintained with your organization / entity. Original downloaded / self-attested copy of the Death Certificate is attached for your kind action. I/We am/are enclosing the self-attested copy of deceased person for PAN or any other valid ID proof for necessary validation.

Please let us know the procedure and documentation requirements to transmit the units in my/our favour. Also, note my/our contact details for necessary communication / contacts in this regard and not for updation in KYC records or in any of the accounts.

Details	Joint Holder1 / Nominee1	Joint Holder2/ Nominee2	Nominee3
Name			
PAN			
Relation			
Mobile			
Email			
Address			

I/We acknowledge and confirm that the information provided above is true and correct to the best of my/our knowledge and belief. In case any of the above specified information is found to be false or untrue or misleading or misrepresenting, I/We am/are aware that I/We may be liable for it for any fines or consequences as required under the respective statutory requirements. I/We hereby authorize you to disclose, share, rely, remit in any form, mode, or manner, all / any of the information provided by me, including all changes, updates to such information as and when provided by me to any of the KYC Registration Agency(ies) for necessary action.

Signature:

Joint Holder1 / Nominee1	Joint Holder2/ Nominee2	Nominee3

Encl.:

Death certificate – Original downloaded or self-attested copy;  
PAN or other ID proof of Deceased person attested by Notifier;  
My/our self-attested PAN card copy(ies) or any other self-attested valid ID proof.