## Form ISR - 1

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

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

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

					Date://	
Α.	<b>A.</b> I / We request you to Register / Change / Update the following (Tick ✓ relevant box)					
	PAN  Mobile number			Bank details	Signature	
				☐ E-mail ID ☐ Address		
В.	Se	ecurity Details:	1			
1	Name	e of the Issuer	Company	Folio No.:		
1	Name	e(s) of the Secu	urity holder(s)	1.		
a	is pe	r the Certificat	e(s)	2.		
				3.		
	Number & Face value of securities					
	Distin	nctive number	of securities	From	Го	
(	Opti	onal)				
C. I / We are submitting documents as per Table below (tick ✓ as relevant, refer to the instructions):					as relevant, refer to the	
	<b>✓</b>	Document /		Instruction / Re	emark	
		Information				
		/ Details				
1	PAI	N of (all) the (jo	oint) holder(s) I			
		PAN				
		Whether it		,		
	is Valid (linked to					
	Aadhaar):  Yes  No					
	PAN shall be valid only if it is linked to Aadhaar by March 31, 2023* For Exemptions / Clarifications on PAN, please refer to Objection Memo in 6 & 7				•	
2		Demat Account Number				
			Also provide Client Master List ( <b>CML</b> ) of your Demat Account, provided by the			

		(Optional)	Depository Participant.
3	Address of the first holder  Unique Identification Number (UID Valid Passport/ Registered Lease Driving License  Identity Proof of the holder/claimant.  Utility bills like Telephone Bill (only Not more than 3 months old.		Flat Maintenance bill accompanied with additional self-attested copy of Identity Proof of the holder/claimant.  Utility bills like Telephone Bill (only land line)/ Electricity bill / Gas bill -
			Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions duly attested by the employer with date and organisation stamp  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 should be taken.
			Proof of address in the name of the spouse accompanied with self-attested copy of Identity Proof of the spouse.
			Client Master List (CML) of the Demat Account of the holder / claimant, provided by the Depository Participant.
4		Bank details (to be updated for first holder in case of joint holding)	

		Bank passbook/statement attested by the Bank;
5	E-mail	
	address	#
6	Mobile	
		#

(DP: Depository Participant)

**Authorization**: I/ We authorise you (RTA) to update the above PAN and KYC details in following additional folio(s) held in my / our name (use Separate Annexure if extra space is required):

S. No.	Name of the Issuer Company	Folio No.	Quantity of securities	Face value of securities	Distinctive number of securities (Optional)

in which I / We are the holder(s) (strike off what is not applicable).

**Declaration:** All the above facts stated are true and correct.

	Holder 1	Holder 2	Holder 3
Signature	<b>✓</b>		
Name	<b>√</b>		
Full address	<b>✓</b>		
PIN			

## Mode of submission of documents to the RTA

Please use any one of the following mode:

- 1. Through 'In Person Verification' (IPV): The authorized person of the RTA shall verify the original documents furnished by the investor and retain copy (ies) with IPV stamping with date and initials.
- 2. Through Post: Hard copies of the documents which are self-attested.

<sup>\*</sup> or any date as may be specified by the CBDT

<sup>#</sup> In case it is not provided, the details available in the CML will be updated in the folio