

On Plain Paper

Application For Issue Of Duplicate Share Certificate(s)

Date:

To,

Intime Spectrum Registry Limited

**Unit: (Name of the Company)**

C-13, Pannalal Silk Mills Compound,

L.B.S. Marg, Bhandup (w)

Mumbai - 400 078

Dear Sirs,

I/We, the undersigned apply for issue of duplicate share certificate(s) held by me/us in folio no. \_\_\_\_\_. The following documents are submitted in support my/our claim for issue of duplicate share certificate(s) to us:

1. FIR/Acknowledgement copy of the Police complaint, in Original.
2. Indemnity Bond on a Non Judicial Stamp Paper of Rs.200/- duly attested.
3. Affidavit Rs. 20/- Non Judicial Stamp Paper **(Rs. 100/- Non-Judicial Stamp Paper, if the applicant is resident of Maharashtra)**, duly affirmed by SEM/SEO/Notary Public.
4. Proof of Identification, including that of Joint Shareholder(s), duly attested by SEM / SEO / Notary Public.
5. Signature Attestation including that of Joint Shareholder(s).

Further, we agree to pay for the advertisement cost OR issue at my/our cost Public notice in the newspaper, for loss of shares, as is informed to us, depending upon the policy of the Company.

Kindly let us know the further course of action from my/our end and issue the duplicate share certificate(s) to us at the earliest.

Thanking you,

Yours faithfully,

	Name of the Shareholder(s)		Signature of the Shareholder(s)
1		:	
2		:	
3		:	

Encl.: - a/a