

## CHANGE OF NAME

Name & Address of the Shareholder

Date :

Name of Company / Registrar,  
Address of Company / Registrar

Unit :

Dear Sirs,

Registration of Change of Name – Folio No.

After acquiring the shares of the Company, my name has undergone change as under because of the reasons mentioned below :-

Old Name	:	
Present Name	:	
Reason for change	:	Name changed consequent upon my marriage / I have changed my name.

I am enclosing a certified copy of the Marriage Certificate / Notification regarding change of my name published in the Government Gazette.

I am also enclosing all the share certificates covering my entire holding under the above folio along with "Form for Recording Change of Name" for doing the needful at your end. My new signature consequent upon change of name on the attached Form is attested by a Notary / Magistrate under his official seal. A certified copy of my PAN Card in the new name is also enclosed.

Please return the share certificates duly endorsed in my new name

Thanking you,

Yours faithfully,

(Signature of the share holder  
whose name is changed )

Encl : (List of Share Certificates attached)