



We understand your world

HDFC Bank Limited.,
Depository Operations-Demat Unit,
2nd Floor, Titanic Building,
26-A, Narayan Properties,
Chandivali Farm Road, Saki Naka
Andheri (East), Mumbai-400 072.
dphelp@hdfcbank.com.

Annexure A
(In case of closure of old account)

Ref No.

Date :

Name and address of the Issuer

We wish to inform you that we have received a request for transfer of locked-in securities / securities held under suspended ISIN from our client having **DP ID** **Client ID** on account **of closure of the said account**. We have verified the documents submitted by client and confirm that the documents are in order and the signature(s) of the transferor(s) have been verified by us. We also confirm that the client has an account with the other Depository Participant in same name, order of names and that the account holder is the same entity/person. We are enclosing the copies of client master report from the DPM (DP) for both, the old account and the new account with the other Participant. Since the securities are locked-in/ the ISIN is suspended, we are unable to execute the instruction. Hence, we request you facilitate us to transfer the securities as instructed by the client. Details of instructions received by us are as follows:

To facilitate transfer of securities where:	<input type="checkbox"/>	Securities are in lock-in
	<input type="checkbox"/>	ISIN of Securities is in suspended status
(tick any one)		

ISIN	
Security Description	
Lock-in Reason/ Reason for ISIN suspension	
Lock-in Release Date (if applicable)	

Details of old account (to be closed)

DP ID	
Client ID	
Quantity	

Details of new account

DP ID	
Client ID	
Quantity	

Signature :
Name :
Designation :

CC: National Securities Depository Limited
4th Floor, A Wing, Trade World
Kamala Mills Compound,
Senapati Bapat Marg, Lower Parel
Mumbai – 400013.