

**ANNEXURE A**

Date

To,

Participant Name and address

Dear Sir/Madam,

**Sub.: Cancellation of Pending Demat Request (s)**

I/We had submitted securities for dematerialization as per details given below:

DP Id : \_\_\_\_\_

Client Id : \_\_\_\_\_

Sole/First Holder Name : \_\_\_\_\_

Second Holder Name : \_\_\_\_\_

Third Holder Name : \_\_\_\_\_

Demat Request No. (DRN)	Demat Generation Date	ISIN	Security Name	Quantity

The aforementioned demat request(s) is/are pending for disposal for a long time. Thus, I/we request you to cancel the aforesaid demat requests. Further, I/We wish to inform that the share (security) certificates pertaining to these demat requests are available with me/us and in case they are not available with me/us, the matter will be taken up by me/us directly with the concerned Issuer/ its R&T Agent.

Yours faithfully,

1) \_\_\_\_\_, 2) \_\_\_\_\_, 3) \_\_\_\_\_

**Signature(s) of the account holder(s)**