

A. TRANSMISSION OF SHARES BELOW RS. 5 LACS (Market Value)

(Formats available on Bank's Website)

1. Copy of **Death certificate** of the shareholder duly certified by Notary/ Gazetted Officer and if the death certificate is in your regional language it should be translated in English and both true and translated copy should be Certified by Notary / Gazetted Officer and both true and translated copies should be submitted.
2. Notarized affidavit from all legal heirs made on non-judicial stamp paper of the Value of Rs.100 on identity and claim of ownership, as per the format provided in **Annexure D**.
3. Notarized indemnity bond from the legal heir(s)/claimant(s) on non-judicial stamp paper of the Value of Rs.500 to whom the securities are transmitted, as per the format provided in **Annexure E**.
4. No objection letter from other legal heirs made on non-judicial stamp paper of the Value of Rs.50, as per the format provided in **Annexure F**.
5. Transmission Request Form (**Annexure C - ISR 5**) to be filled, signed and submitted with us.
6. Self-attested copy of Permanent Account Number (**PAN**) Card of the nominee(s)/claimant(s)/legal heir(s) issued by the Income Tax Department.
7. Claimant(s) Proof of residence like Electricity Bill/Telephone Bill/Water Bill/Ration Card/**Aadhaar** card duly self-attested with date.
8. Original **share certificate(s)** of face value of Rs.2/-
9. Original Cancelled **cheque**.
10. Request letter duly signed by the claimant(s) for transmission of shares.
11. For updation of KYC, signature Details kindly fill the **Form ISR 1 & Form ISR 2** duly attested by Bank Manager with their official seal for verification of Signature (as per the format attached).
12. For Nomination details kindly fill the Form no **Form SH 13** with self-sign PAN and Aadhaar copy of Nominee OR fill **Form ISR 3** for opting out nomination
13. **Form ISR 4** along with CML Copy of Demat account as per SEBI Circular dated 25th Jan 2022 For Letter of Confirmation.

All attested / certified copies should bear Official seal, Name, Address and Signature of attesting authority.

We shall proceed further upon receipt of the above documents from you. We hope you will find the above in order.

Kindly send the above Physical documents (hard copy) to Bank RTA at below address:

KFin Technologies Limited

Unit: Bank of Baroda

Selenium Tower B, Plot Nos. 31 & 32 | Financial District

Nanakramguda |Serilingampally Mandal | Hyderabad - 500032 | India

B. TRANSMISSION OF SHARES BELOW RS. 5 LACS (Market Value)

(Formats available on Bank's Website)

1. Copy of **Death certificate** of the shareholder duly certified by Notary/ Gazetted Officer and if the death certificate is in your regional language it should be translated in English and both true and translated copy should be Certified by Notary / Gazetted Officer and both true and translated copies should be submitted.
2. **Succession Certificate /Probate will / Court Decree/Letter of Administration/Legal heir certificate** whichever is applicable duly certified by Notary.
3. Notarized affidavit from all legal heirs made on non-judicial stamp paper of the Value of Rs.100 on identity and claim of ownership, as per the format provided in **Annexure D**.
4. Notarized indemnity bond from the legal heir o(s)/claimant(s) on non-judicial stamp paper of the Value of Rs.20 to whom the securities are transmitted, as per the format provided in **Annexure E**.
5. No objection letter from other legal heirs made on non-judicial stamp paper of the Value of Rs.50, as per the format provided in **Annexure F**.
6. Transmission Request Form (**Annexure C - ISR 5**) to be filled, signed and submitted with us.
7. Self-attested copy of Permanent Account Number (**PAN**) Card of the nominee(s)/claimant(s)/legal heir(s) issued by the Income Tax Department.
8. Claimant(s) Proof of residence like Electricity Bill/Telephone Bill/Water Bill/Ration Card/**Aadhaar** card duly self-attested with date.
9. Original **share certificate**(s) of face value of Rs.2/-
10. Original Cancelled **cheque**.
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12. For updation of KYC, signature Details kindly fill the **Form ISR 1 & Form ISR 2** duly attested by Bank Manager with their official seal for verification of Signature (as per the format attached).
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