

DELETION OF NAME PROCEDURE.

As per deletion of name is concerned please forward us the following documents.

1. Original share certificate of face value of Rs.2/-.
2. Copy of Death certificate duly attested by Gazette officer/Notary and if the same is in your regional language it should be translated in English attested by Gazette Officer/Notary and both True and Translated copies should be submitted.
3. Copy of Pan Card duly attested by the surviving share holder.
4. Copy of address proof duly attested ie. Copy of Aadhaar Card/Pass Port or latest Electricity Bill/Telephone Bill reflecting your name and address or Latest Bank Statement duly attested by Bank Manager.
5. Request letter duly signed by the surviving share holder for deletion of name.

We shall proceed further on receipt of the above said documents.