

FROM

TO

Dear Sir(s),

Reg :

Ref :

I/We acknowledge your letter dated _____ enclosing a Claim Form in respect of our/my request to you to transmit shares standing in the name of the late Mr.

I/We send herewith the Transmission claim form duly filled.

I/We also enclose documents mentioned hereunder and request that the shares may be transmitted to my/our name(s).

TRANSMISSION CLAIM FORM

S.NO	QUESTIONS	ANSWERS
1.	(a) Claimant's name	...
	(b) Father's/Husband's name	...
	(c) Age	...
	(d) Claimant's Occupation	...
	Employment	...
	Designation	...
	(e) Claimant's Residence	...
2.	(a) Name of the deceased	...
	(b) Last address of the deceased	...
	(c) His occupation, employment and particulars of his financial position	...
3.	Date of death of Shareholder	...

S.No. Questions	Answers
4 Evidence in proof of death of the deceased shareholder
5. Nature of the claimant's right to the shares.
6. Has the deceased left any WILL and is any executor or executors appointed under the same.
7. Has probate or Letter of Administration been granted to any person in respect of the Estate of the deceased? if so, to whom ?
8. Has any estate duty Return been filed ?
9. Has Succession Certificate been obtained ?
10. Are the shares Claimed the self-acquired or ancestral property of the deceased.
11. If a Hindu. Has the deceased left any undivided brothers or coparceners or divided brothers? If so, give their names, ages, occupation, etc., etc.,
12. Was the deceased married? If so, give name and address of his wife and whether she is alive. Did the deceased leave any son or sons, If so, give their names, ages and occupations.
Did the deceased leave any daughter(s) and If so, their names, ages and husband's name, if married

