

**FORMAT OF AFFIDAVIT FOR TRANSMISSION OF SHARES ALONG WITH ISSUE OF
DUPLICATE SHARES WITHOUT PRODUCING PROBATE / SUCCESSION CERTIFICATE /
LETTERS OF ADMINISTRATION**

(Please type this Affidavit after carefully reading the notes mentioned below the format)

AFFIDAVIT

I, _____ son/daughter/spouse of _____ aged ____, residing at _____, do hereby solemnly affirm and declare as under:

1. That Shri/Smt. (Name of the deceased), the deceased, was holding _____ equity shares in (the name of the company) covered under Folio No. _____ and Share Certificate No(s). _____, bearing Distinctive Nos. _____ to _____ of the face value of Rs. ___/- each.

Folio No.	Certificate Nos.	Distinctive Nos.	Shares covered in each certificate

2. Shri./Smt. (name of the deceased) expired intestate on (date of death) at (place of death) leaving behind him/her the following heirs :

Sr. No.	Name and Address of the legal Heir/s	Age	Relation with deceased
1.			
2.			
3.			

3. That Shri/Smt. (name of the deceased) has not sold, transferred, pledged or otherwise disposed off the said shares.

4. That the share certificate No(s). _____ of the said shares has/ have been lost or misplaced and is not in my possession.

5. The above mentioned shares were the separate and self acquired property of the deceased. According to the law of Intestate Succession applicable to him/her by which he/she was governed at the time of his/her death, the person(s) mentioned herein above is/are the only heir(s) of the deceased. They are entitled to inherit solely/jointly the aforesaid shares covered under Folio No. _____ held by the deceased.

6. That the Late Shri/Smt. (name of the deceased) has left no other heir than these in paragraph 3 above and the person(s) mentioned therein is/are only his/her legal heir(s).

7. I have already executed indemnity bond for issuing duplicate shares in lieu of the original share certificates held by the deceased and transmitting the aforesaid shares held by the deceased in my name.

OR

I have already, along with name of other applicant(s), executed indemnity bond for issuing duplicate shares in lieu of the original share certificates held by the deceased and transmitting the aforesaid shares held by the deceased in our name.

8. I therefore request the (Name of the Company) to issue duplicate shares in lieu of the original share certificates held by the deceased and transmit the shares in my name in the books of the Company without production of succession certificate/probate of the will/ letters of administration.

OR

I therefore request the (Name of the Company) to issue duplicate shares in lieu of the original share certificates held by the deceased and transmit the shares in our name in the books of the Company without production of succession certificate/probate of the will/ letters of administration.

I am executing this declaration to be submitted to the concerned authorities of the Company.

I hereby state that whatever is stated herein above are true to the best of my knowledge.

Solemnly affirmed at _____)

On this ____ day of _____ 20) (Signature of the Applicant/s)
Deponent

Identified by me

Before Me

Advocate

S.E.O./ Oaths Commissioner/Notary

NOTES:

1. Affidavit should be on Non-judicial stamp paper of Rs.100/-
2. Please fill up the details as per the documents you are annexing. Please do not just type this format as it is.
3. It should be executed by the person who is applying for transmission.
4. Maximum of only three legal heirs can apply for transmission.
5. Affidavit should be attested by Notary.