Transmission Request Form-cum-Undertaking for Quick Transmission Processing (QTP)

Where No Nominee is Registered

(To be submitted on Plain Paper)

Tick (☐→☑) the boxes wherever applicable and fill in the details legibly.

To:
DP Team,
LGT Capital Markets Private Limited
B 201/202 2nd floor, Kanakia Wallstreet,
Chakala MIDC, Mumbai- 400093

Date: MM/DD/YYYY

PART A – CLAIMANT AND DECEASED HOLDER INFORMATION

DP ID - Client ID / Folio No.	
Deceased Holder Name:	
Claimant Name	
Claimant PAN / PEKRN (Mention only number)	
Category of Claimant	☐ Parent ☐ Spouse ☐ Child ☐ Parent-in-law
Documentary Proof attached (Refer Annexure – A for the documents list)	

PART B – TRANSMISSION REQUEST FORM

I, the claimant named hereinabove, hereby inform you about the demise of the above- mentioned security/unit holder(s) and request you to transmit the securities/units held by the deceased security/unit holder(s) in my favor in my capacity as ☐ Legal Heir ☐Successor to the Estate of the deceased ☐ Administrator of the Estate of the deceased

PART C – UNDERTAKING

I/We _____, legal heir(s) of Late Mr./Ms._____ ("Name of the Deceased Holder"), residing at _____ _____do hereby state and undertake as under:

1. The deceased holder held the following securities / MF unit holdings in his/her name as sole/single holder:

S. No.	Company/Fund Name with Scheme Name	Folio No. / DP Client ID	No. of Securities / Units / Shares Held	Certificate Number (for physical shares / securities)	Distinctive Numbers (for physical shares / securities)
1					From: To:
2					From: To:
3					From: To:

2. Above referred deceased holder died without registering any nominee.

3. That I/We are the legal heir(s) of the deceased as per the details in the below table and that we are the only legal heirs/legatees of the deceased holder.

Name of the Legal Heir(s)*	Age	Relationship with the deceased

Where any legal heir is a minor, such minor is represented herein by his/her natural/legal guardian.

Therefore, I /We, the Legal Heir(s)/Claimant(s), have approached _____ (Name of the Company / AMC / RTA / DP / Depository) with a request to transmit the aforesaid securities in the name of the Undersigned, Mr./Ms. _____ [Name(s) of the legal heir(s)/claimant(s)], on my/our behalf. I/We, am/are furnishing the documents as mentioned below for transmission of the securities in our name:

S. No.	Document	Submitted	Remarks
1	Original Transmission Request Form (duly filled and signed)	☐	
2	**Self-attested** copy of Latest Client Master List (CML) claimants' demat account	☐	
3	**Self-attested** copy of Verifiable Death Certificate of the deceased holder	☐	
4	Original Security Certificate / Statement of Account (if applicable).	☐	
5	If claimant is a minor – Copy of Birth Certificate or School leaving certificate/ Passport or Aadhaar (where the date of birth is available) – **Attested by the Guardian** (Natural or Legal).	☐	
6	KYC of Guardian (if claimant is a minor or of unsound mind).	☐	
7	Relationship Proof (where claimant is spouse, child, parent or parent-in-law) or Affidavit as per Annexure- B.	☐	
8	Nomination Form or Nomination Opt-Out form	☐	

9	FATCA-CRS Declaration in a prescribed format, wherever applicable	☐	
10	Signature of the Nominee/ Claimant shall be attested only by a Notary Public or a Judicial Magistrate First Class (JMFC) in lieu of banker's attestation (applicable only for transmission of units held in SOA)	☐	

PART D – OTHER INFORMATION ABOUT CLAIMANT (Applicable only for transmission of units held in SOA)

☐ KYC Acknowledgment attached ☐ KYC form attached

Tax Status: ☐ Resident Individual Resident ☐ Minor (through Guardian) NRI ☐ PIO ☐

/ OCI ☐ Others (please specify)

Contact details of the Claimant

Mobile no			**Tel No. STD**						
Email Address									
Above mobile belongs to:	☐	Self	☐	Spouse	☐	Dependent Parent(s)	☐	Son	☐ Daughter
Above email belongs to:	☐	Self	☐	Spouse	☐	Dependent Parent(s)	☐	Son	☐ Daughter

Address (Please note that address will be updated as per claimant's address on KYC form / KYC Registration Agency records)

Address Line 1		
Address Line 2		
City:	State:	PIN:

Bank Account Details of the Claimant

Bank Name									
Account No.					**11 Digit IFSC**				
Account Type (✓)	☐	SB	☐	Current	☐	NRO	☐	NRE	☐ FCNR
9 Digit MICR No.									
Name of Branch									
City					**Pin code**				
Please attach and (✓)	☐	Cancelled cheque with claimant's name printed **OR**							
	☐	Claimant's Bank Statement/Passbook							

PART E – DECLARATION AND RESPONSIBILITY CLAUSE

I/We confirm that the above documents have been submitted and that the information, facts, and particulars furnished by me/us in this undertaking and the accompanying documents are true, correct, and complete to the best of my/our knowledge and belief, and no material information / fact has been concealed or misrepresented therein.

I/We further undertake and confirm that in the event any information, declaration, or document furnished by me/us herein is subsequently found to be false, incorrect, incomplete, forged, or fraudulent, the responsibility and liability for resolving the resultant discrepancy, dispute, or claim – including any consequential loss, cost, or legal action – shall rest solely and exclusively with me / us, the claimant(s), and I/We shall keep the Company/AMC/RTA/Depository Participant / Depository fully indemnified and harmless against any loss, claim, demand, or liability arising directly or indirectly therefrom. I/We also knowledge to share the above demise information to the regulatory authorities or statutory authorities or to the entities entrusted by the regulatory/statutory authorities from time to time for onward circulation/dissemination to all applicable regulated entities.

Claimant(s) Signature	
Place	Date

Note: Where any person required to sign this document is unable to sign, he/she may affix his/her left thumb impression in lieu of signature.

ANNEXURE-A: PROOF OF RELATIONSHIP

A self-attested copy of the proof of relationship as referred to above is enclosed herewith:

	Tick against the document* given as proof of relationship
	Birth certificate which lists the parent's name
	School leaving certificate
	School records/service records
	Passport
	Marriage Certificate
	Ration Card
	Voter ID
	Aadhar
	Permanent Account Number
	Will
	Legal Heirship Certificate
	Court Decree
	Letter of Administration
	Succession Certificate
	Probate of Will (where available)

***In case none of the above documents are available, a notarized Affidavit in the format given in Annexure-B.**

ANNEXURE-B: DRAFT OF THE AFFIDAVIT

To be executed on Non-Judicial Stamp Paper of appropriate value (as applicable in the relevant State where the claimant resides) and notarized / attested by a Gazetted Officer or Judicial Magistrate First Class (JMFC)

I/ We, _____Son / daughter / legal heir of _____ residing

at_____

_____do hereby solemnly affirm and state on oath as follows:

That Mr. / Mrs. _____ ("Name of the Deceased Holder") held the following securities:

S. No.	Company/Fund Name with Scheme Name	Folio No. / DP Client ID	No. of Securities / Units / Shares Held	Certificate Number (for physical shares / securities)	Distinctive Numbers (for physical shares / securities)
1					From: To:
2					From: To:
3					From: To:

That the aforesaid deceased holder died leaving behind the following persons as the legal heirs without registering any nominee:

S. No.	Name of the Legal Heir(s)	Address and contact details	Age	Relation with the Deceased
1				
2				
3				

That among the aforesaid legal heirs, Master/ Kumari._____

_____aged _____years is a minor and is being represented by Mr./Ms. _____

_____("Name of the Guardian") being his / her father / mother / legal guardian.

Signature of the Deponent: X_____

Note: Where any person required to sign this document is unable to sign, he/she may affix his/her left thumb impression in lieu of signature.

VERIFICATION

I /We hereby solemnly affirm and state that what is stated herein above is true and correct and nothing has been concealed therein and that we I am competent to contract and entitled to rights and benefits of the abovementioned securities of the deceased.

Solemnly affirmed at

Signature of the Deponent:

Signed before me

Signature of Notary with Official Seal of Notary & Regn. No.

* Strikeout whichever is not applicable