

## Requirements for Transmission

1. Transmission Application
2. Original Share Certificate
3. Death Certificate (Notarized)
4. Indemnity Bond duly attested on Non-Judicial Stamp Paper (NJSP) of Rs. 500/-
5. Affidavit on NJSP of Rs.100/- **or (Rs.20/- if resides outside Maharashtra)** duly affirmed by S.E.O or Notary Public.
6. No Objection Certificate from other legal heirs individually for transmitting the shares in my/our name.
7. Address and ID Proof (Self Attested)
8. Banker's Attestation of signature
9. Passport size photograph with signature on the reverse.
10. Surety
11. Court certified copy of the Probate of the Will   OR  
    Court certified copy of the Letters of Administration OR  
    Court certified copy of the Succession Certificate

## FORMAT OF TRANSMISSION APPLICATION

(Please fill this carefully after reading the notes mentioned below the application so that rejection can be avoided)

To,  
The Company Secretary,  
COMPANY NAME & ADDRESS

Dear Sir,

I/We, \_\_\_\_\_ (name of the applicant), residing at \_\_\_\_\_ (address of each applicant) am/are applying for transmission of the shares of \_\_\_\_\_ (name of the deceased). \_\_\_\_\_ (The name of the deceased) expired on \_\_\_\_\_ (date of expiry) at \_\_\_\_\_ (place of death). The deceased was holding \_\_\_\_\_ shares of the following description

Folio No.	Certificate Nos. Distinctive Nos.	No. of Shares covered
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I/We am/are the \_\_\_\_\_ (Nominee(s) / Legal heirs / Executor of the Will of the deceased/ Administrators of the Estate of the deceased / Successors to the Estate of the deceased).

The following are legal heirs of the deceased:

Sr. No.	Name & Address Of the legal Heir	Age	Relation with the deceased
1.			
2.			
3.			
4.			

The Hon'ble Court has granted me/us Probate of the Will / Letters of Administration / Succession Certificate on the \_\_\_\_\_ (date of the order).

OR

In the absence of probate of the will / letters of administration / succession certificate, I/we am/are furnishing indemnity bond and affidavit thereof for transmission.

My/Our specimen signature(s) is/are as below:

[Signature of the Applicant(s)]

I/We hereby submit the following documents to support my/our claim for transmission of the shares held by the deceased:

1. Original Share Certificates for the entire holding
2. Death certificate of the deceased in original ↔ OR  
Duly attested copy of the Death Certificate of the deceased.
3. Court certified copy of the Probate of the Will ↔ OR  
Court certified copy of the Letters of Administration ↔ OR  
Court certified copy of the Succession Certificate
4. Indemnity Bond duly attested on Non-Judicial Stamp Paper (NJS) of Rs.500/-
5. Affidavit on NJS of Rs.100/- or **(Rs.20/- if resides outside the Maharashtra)** duly affirmed by S.E.O or Notary Public
6. No Objection Certificate from other legal heirs individually for transmitting the shares in my/our name
7. Proof of my/our identification
8. Banker's Attestation of my/our signature
9. My/Our passport size photograph with my/our signature on the reverse

I/We hereby request you to transmit the shares covered under Folio No. \_\_\_\_\_ standing in the name of the deceased in my/our name and enter my/our name(s) in the Register of Members of the Company.

Date:	Signature of the Applicant(s)
	1. 2. 3.

Name and address of the witnesses	Signature of the witnesses
1.	1.
2.	2.

**NOTES:**

1. The Application should be typed.
2. Shares can be transmitted to the maximum of three legal heirs only.
3. Please fill up the details as per the documents you are annexing. Please do not just type this format as it is.
4. If the applicant is/are illiterate, his/her/their thumbs a Magistrate or Notary Public must attest impression under the seal of his office.
5. The Applicants should fill this form in the order in which their names should appear in the certificate.
6. The Death Certificate of the deceased shareholder, if not annexed in original should be duly attested either by S.E.O. or any Gazette Officer or Notary.
7. N.O.C. should be in affidavit or declaration form duly affirmed by the S.E.O or Notary Public. Each legal heir should give N.O.C. individually.
8. Proof of identification and Signature attestation has to be provided for each applicant separately.
9. Please furnish a passport size photograph of yours duly signed by you on the reverse and copy of any one each of the following, duly attested by S.E.O or Notary Public –
  - a. Ration Card, Election Card, PAN Card,
  - b. Driving License, Passport, Electricity Bill, Telephone Bill, etc.
10. Please furnish us with a letter from the Bank Manager of the bank where you have an account, identifying you and verifying your signature along with your account details for signature attestation.
11. Please do not furnish mere Xerox copies of the documents requested.

12. Please annex all the documents required along with this application itself to avoid delay in transmission process.

**FORMAT OF INDEMNITY BOND FOR TRANSMISSION OF SHARES  
WITHOUT PRODUCING PROBATE / SUCCESSION CERTIFICATE /  
LETTERS OF ADMINISTRATION**

**(Please type this indemnity bond after carefully reading the notes mentioned below the format)**

To,  
The Company Secretary,  
COMPANY NAME & ADDRESS

WHEREAS

(Number of shares) Equity shares bearing Distinctive numbers from \_\_\_\_\_ to \_\_\_\_\_ of the face value of Re. \_\_\_/- each and on which Re. \_\_\_/- per share is paid comprised in the Share Certificate No(s). \_\_\_\_\_ of (name of the company) having its registered office at (address of the company) are standing in the name of Late Shri./Smt. (name of the deceased) in the Register of Members of the (name of the company). The deceased was holding \_\_\_ shares of the following description

<u>Folio No.</u>	<u>Certificate Nos.</u>	<u>Distinctive Nos.</u>	<u>Shares covered in each certificate</u>
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WHEREAS:

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

Sr. No.	Name & Address	Age	Relation with the deceased of the legal heir
1.			
2.			
3.			

AND WHEREAS:

The abovementioned 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 hereinabove is/are the only heir(s) of the deceased. He/She/They is/are entitled to inherit solely/jointly the aforesaid shares covered under Folio No. \_\_\_\_\_ held by the deceased.

NOW THEREFORE:

I/We, (name of the applicant(s) aged \_\_\_ years, residing at (address of the applicant/s) approach the Company to transmit the shares covered under Folio No. \_\_\_\_\_ and bearing Certificate No(s). \_\_\_\_\_ held by the deceased in my/our behalf and enter my/our name(s) in the Register of Members of the Company without production of Probate of the Will / Letters of Administration or Succession Certificate from the Court of competent jurisdiction. In consideration of the Company having agreed to transmit and register the aforesaid shares in my/our name on my/our executing a bond in favour of the Company.

Upon the Company transmitting and registering the shares held by the deceased, I/We the undersigned applicant(s) hereunder for myself/ourselves, my/our heirs, executors, administrators and assigns do hereby jointly and severally covenant with the Company, its successors and assigns and agree and undertake at all times save, defend and to indemnify and keep indemnified the Company, its successors and assigns its estate and effects, and its directors, manager, secretary and shareholders and their heirs, executors and assigns from and against all actions, suits, proceedings, accounts, claims and demands whatsoever for or on account of the said shares or dividends or any part thereof or otherwise in connection with the same, and from and against all losses, costs, claims, actions, demands, risks, charges, expenses, damages and losses arising in any manner howsoever.

IN WITNESS WHEREOF I/We, the applicant(s) herein has/have signed and set my/our hands on this \_\_\_\_ day of \_\_\_\_\_ 2023.

Name and address of the Applicant(s)

Signature of the Applicant(s)

- 1.
- 2.
- 3.

- 1.
- 2.
- 3.

Name and address of Witness

Signature of the Witness

- 1.
- 2.

- 1.
- 2.

Place ;

Date :

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**SURETY**

We, (name of the surety No.1) aged \_\_\_ years, residing at (residential address of Surety No.1) and having business address at (official address of Surety No.1), having PAN No. \_\_\_\_\_

and

(name of the surety No.2) aged \_\_\_ years, residing at (residential address of Surety No.2) and having business address at (official address of Surety No.2), having PAN No. \_\_\_\_\_,

the undersigned, certify that the above facts are true to the best of our knowledge. We bind ourselves sureties to make good all claims, charges, costs, damages, demands, expenses and losses which the Company, its successors and assigns its estate and effects and its directors, manager, secretary and shareholders may sustain, incur or be liable for in consequence of complying with the request contained above and the Company, its successors, assigns, directors, manager, secretary and shareholders will be entitled to realise all claims, charges, costs, damages, demands, expenses and losses from our persons and our properties, as the case may be.

Place:

Date:

Name and Address of the Witness

Signature of the Witness

1.

1.

2.

2.

Name and Address of the Surety

Signature of the Surety

1.

1.

2.

2.

**NOTES:**

1. Indemnity Bond should be on Non-judicial stamp paper of Rs.500/-.
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. Indemnity Bond should be witnessed by two persons.
6. Two sureties are required to be furnished
7. Witness and Surety have to be different individuals.
8. Each Surety has to attach attested copy of his PAN Card and Form 16 of the latest financial year and attested copy of his proof of identification viz. Ration Card, Election Card, Driving Licence, Passport, Electricity Bill, Telephone Bill, etc.
9. Indemnity Bond should be attested by Notary

**FORMAT OF AFFIDAVIT FOR TRANSMISSION OF SHARES WITHOUT PRODUCING  
PROBATE / SUCCESSION CERTIFICATE / LETTERS OF ADMINISTRATION**  
(Please type this Affidavit after carefully reading the notes mentioned below the format)

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**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 Asahi India Glass Limited covered under Folio No. \_\_\_\_\_ and Share Certificate No(s). \_\_\_\_\_, bearing Distinctive Nos. \_\_\_\_\_ to \_\_\_\_\_ of the face value of Rs. \_\_\_/- each.

<u>Folio No.</u>	<u>Certificate Nos.</u>	<u>Distinctive Nos.</u>	<u>Shares covered in each certificate</u>
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2. Shri./Smt. (name of the deceased) expired intestate on (date of death) at (place of death) leaving behind him/her the following heirs :

<u>Sr. No.</u>	<u>Name of the heir</u>	<u>Age</u>	<u>Relation with the deceased</u>
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- 1.
- 2.
- 3.

3. The abovementioned 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 hereinabove 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.

4. 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).

5. I have already executed indemnity bond for transmitting the aforesaid shares held by the deceased in my name.

OR

I have already, alongwith name of other applicant(s), executed indemnity bond for transmitting the aforesaid shares held by the deceased in our name.

6. I therefore request the Asahi India Glass Limited to 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 COMPANY NAME to 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 \_\_\_\_\_ 2023 ) (Signature of the Applicant/s)  
Deponent

Identified by me

Before Me

Advocate

S.E.M./ 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, individually.
4. Maximum of only three legal heirs can apply for transmission.
5. Affidavit should be attested by Notary/S.E.M/ Oaths Commissioner



**FORMAT OF NO OBJECTION CERTIFICATE from other Legal Heir for  
Transmission of Shares in the name of the applicant**  
(Please type this Indemnity Bond after carefully reading the notes mentioned below the format)

**DECLARATION**

I, \_\_\_\_\_ Son/Daughter/Spouse of \_\_\_\_\_ aged \_\_\_\_\_,  
residing at \_\_\_\_\_, do hereby solemnly affirm and  
declare as under:

1. That \_\_\_\_\_, the deceased, was holding \_\_\_\_\_ shares in  
\_\_\_\_\_ COMPANY NAME covered under Folio No. \_\_\_\_\_ and Share  
Certificate No(s). \_\_\_\_\_, bearing Distinctive Nos. \_\_\_\_\_ to  
\_\_\_\_\_.
2. That \_\_\_\_\_ (name of the shareholder), the deceased expired on  
\_\_\_\_\_.
3. That I am a legal heir of the said deceased. I am the \_\_\_\_\_ (in what relation)  
of the deceased.
4. I do not desire to make any claim of title of the said securities held by the deceased. I hereby agree  
to renounce all my rights existing as well as that may accrue to me in future in respect of the  
aforesaid securities.

I declare that I have no objection whatsoever in transmitting the said securities in the name of the  
applicant, \_\_\_\_\_

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 \_\_\_\_\_ 200 )

(Signature of the Legal heir)

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/-, if the applicant is resident of Maharashtra  
and of Rs.20/- if the applicant resides out of Maharashtra.
2. Please do not just type this format as it is.
3. All the legal heirs should execute this Declaration individually.
4. Notary/S.E.O/ Oaths Commissioner should affirm this Declaration. In alternative, it may be attested by  
the Bankers where the affiant has bank account identifying him/her along with account details.

# Form ISR – 2

(SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03,2021)

## Confirmation of Signature of Securities Holder by the Banker

1. Bank Name and Branch						
2. Bank contact details						
Postal Address						
Mobile/Tel number						
E-mail address						
3. Bank Account number		<i>attach original cancelled cheque leaf</i>				
4. Account opening date						
5. Account holder's PAN	Account Holder's Name					
i)	i)					
ii)	ii)					
iii)	iii)					
iv)	iv)					
6. Latest photograph of the account holder(s)						
<table border="1" style="width:100%; text-align:center;"> <tr> <td style="width:25%; height:100px;">i)- Holder Photo</td> <td style="width:25%; height:100px;">ii)- Holder Photo</td> <td style="width:25%; height:100px;">iii)- Holder Photo</td> <td style="width:25%; height:100px;">iv)- Holder Photo</td> </tr> </table>			i)- Holder Photo	ii)- Holder Photo	iii)- Holder Photo	iv)- Holder Photo
i)- Holder Photo	ii)- Holder Photo	iii)- Holder Photo	iv)- Holder Photo			
7. Account holder(s) details as per Bank Records						
a) Address						
b) Mobile/Tel number						
c) Email address						
d) Signature(s) of the Holder(s)						
i) 		<div style="border: 1px solid black; width: 150px; height: 60px; margin: 0 auto;"></div> <p><i>Bank Manager's Signature and Bank Seal</i></p>				
ii) 						
iii) 						
iv) 						
-- (To be Mandatorily Filled by the Bank Official) --						
Place:	Name of the Bank Manager :					
Date:	Employee Code :					
Mobile / Tel no:	Email_id :					

**AFFIDAVIT**

I, (Name of the Shareholder), son of \_\_\_\_\_, aged \_\_ years, an Indian Inhabitant, residing at \_\_\_\_\_, do hereby solemnly affirm and declare as under:

1. That I, \_\_\_\_\_, am holding \_\_\_\_\_ equity shares in **Maharashtra Safe Chemists & Distributors Alliance Limited** as mentioned below:

**Folio No.**                 :  
**Certificate No.**       :  
**Distinctive Nos.**       :  
**No. of Shares**         :

That I wish to update my signature in the records of the RTA. Therefore I request that my specimen signature as provided herein be taken on record.

Specimen Signature: \_\_\_\_\_

2. On registering the signature in the records, I do hereby covenant with the Company, its successors and assigns and agree and undertake at all times save, defend and to indemnify and keep indemnified the Company, its successors and assigns its estate and effects, and its directors, manager, secretary and shareholders / debenture holders and their heirs, executors and assigns from and against all actions, suits, proceedings, accounts, claims and demands whatsoever for or on account of the said shares / debentures or dividends / interests or any part thereof or otherwise in connection with the same, and from and against all losses, costs, claims, actions, demands, risks, charges, expenses, damages and losses arising in any manner howsoever.

I am executing this declaration to be submitted to the concerned authorities for the registration of signature in the records of the RTA.

### VERIFICATION

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

Solemnly affirmed at Mumbai

On this \_\_\_\_\_ day of \_\_\_\_\_ of 2023 (affix photograph of the Applicant)

\_\_\_\_\_  
(Signature of the Applicant)

**Identified by me**

**Before Me**

**Advocate**

**S.E.O./ Oaths Commissioner/Notary**

**NOTES:**

1. Affidavit should be on Non-judicial stamp paper Rs.100/-.
2. Please do not just type this format as it is.
3. Affidavit should be notarized or attested by S.E.O. / Oaths Commissioner
4. Also note, you will have to submit Banker verification form identifying you and attesting your signature along with your account details and cancelled cheque leaf.