

FORMAT OF AFFIDAVIT FOR ISSUE OF DUPLICATE SHARES

(This Declaration is to be executed on Non- Judicial Stamp Paper of Rs.100/- and should be duly attested by Notary. This Declaration has to be executed by the legal heirs by providing self-attested copy of PAN card as identity proof.)

I/We, (name of the shareholder) jointly with (name of the first joint holder) & (name of the second joint holder), son/daughter of (for first holder) _____ aged ___ years, an Indian Inhabitant/NRI presently residing at _____ for last ___ years, do hereby solemnly affirm and declare as follows:

1. I/We (name of the shareholder) jointly with (name of the joint holder(s)) is/are the registered holder(s) of the Company holding _____ shares under Folio No. _____ of Rs _____/- in the Company and the original share certificates in respect of _____ shares as detailed below has/have been lost/destroyed/misplaced and is/are not traceable.

Share Certificate No.	Distinctive No. From	Distinctive No. To	No. of Shares

2. That (name of the shareholder) jointly with (name of the joint holder(s)) has/have not sold, transferred, pledged or otherwise disposed off the said shares.
3. I/We have searched or caused searches to be made for the said share certificate(s), but even after careful and diligent search, I/We have been unable to trace the same.
4. Since the said share certificate(s) was/were issued, I/We have not sold, mortgaged, pledged or otherwise encumbered or disposed off the said shares or parted with the possession of the said share certificates in any manner and the said shares is/are my/our absolute property to the best of my/our knowledge and belief, the said share certificate(s) has/have either been lost or destroyed or misplaced. In case at any time I/We locate the said share certificate(s) or any of them, I/We shall immediately surrender the same to the Company.
5. I/We have already executed Indemnity Bond for issuing duplicate share certificate(s) in lieu of the original share certificates for the aforesaid shares held by me/us.
6. Therefore, I/We request the (Name of the Company) to issue duplicate share certificate(s) in lieu of the original share certificate(s) for the aforesaid shares.

VERIFICATION

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

We, the above mentioned persons verify that the statements contained in the above paragraphs are true to the best of our knowledge and believe that nothing material has been concealed.

Place:

Date:

SIGNATURE OF DEPONENTS

FORMAT OF INDEMNITY BOND FOR ISSUE OF DUPLICATE SHARES

(This Declaration is to be executed on Non- Judicial Stamp Paper of Rs.200/-, and Rs.500/- if the Registered Office of the company is situated in Maharashtra and should be duly attested by a Notary.)

WHEREAS I/We (name of the shareholder) jointly with (name of the first joint holder) & (name of the second joint holder) residing at _____ holding _____ shares of face value of Rs ____ each under folio no. _____ on M/s (issuer company) having its registered office at (company's registered office address). The original share certificate(s) in respect of _____ shares as detailed below have been lost/destroyed/misplaced and the same is/are not traceable.

Share Certificate No.	Distinctive No. From	Distinctive No. To	No. of Shares

WHEREAS I/We have not delivered the said share certificate(s) with the intention of transferring the shares or pledging them or parted with the said share certificate(s) in any other manner whatsoever. I/We, therefore, hereby request the issuer Company to issue me/us duplicate share certificate(s) in lieu of the original share certificate(s). In consideration of the issuer Company having agreed to issue me duplicate share certificate(s) for the aforesaid shares in my/our name, I/we hereby agree to indemnify the issuer Company.

Upon the issuer Company having agreed to issue duplicate share certificates for the aforesaid shares, 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 issuer Company, its successors and assigns and agree and undertake at all times, save, defend and to indemnify and keep indemnified the issuer 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, claim 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 whatsoever.

In witness whereof, I/We, the applicant(s), herein has/have signed and set my/our hand(s) this ____ day of _____.

Name of the shareholder(s)

- 1.
- 2.
- 3.

Signature of the shareholder(s)

- 1.
- 2.
- 3.

Name and Address of the Witness

- 1.
- 2.

Signature of the Witness

- 1.
- 2.

Place:

Date:

FORMAT OF SURETY FOR ISSUE OF DUPLICATE SHARES

(This Declaration should be duly attested by a Notary. Sureties and Witnesses need to attach self-attested copy of Passport/PAN card/Aadhar Card/Driving License/Ration Card/Election Card)

WE, (Surety no. 1) aged ____ years, residing at (residential address of Surety no. 1) and having business at (office address of Surety no. 1) having Passport/PAN No. _____.

AND, (Surety no. 2) aged ____ years, residing at (residential address of Surety no. 2) and having business at (office address of Surety no. 2) having Passport/PAN No. _____.

the undersigned, certify that the above facts are true to the best of my knowledge and bind ourselves as sureties to make good all claims, charges, costs, damages, demands, expenses, and losses which the said 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 and its successors, assigns, directors, manager, secretary and shareholders will be entitled to claim and realize all claims, charges, costs, damages, demands, expenses and losses from our persons or our properties, as the case may be.

Name and Address of the Surety

1.
2.

Signature of the Surety

1.
2.

Name and Address of the Witness

1.
2.

Signature of the Witness

1.
2.

Place:

Date:

Notes:

- If the space provided for share certificate details is insufficient, please attach a separate sheet for the same duly notarized.
- Witness and Sureties have to be separate individuals.
- Sureties and Witnesses need to attach self-attested copy of Passport/PAN card/Aadhar Card/Driving License/Ration Card/Election Card)