

AFFIDAVIT FOR DUPLICATE SHARE CERTIFICATE

I/We _____ s/o _____ aged _____ years and
_____ s/o _____ aged _____ years,
residing at _____ solemnly affirm and declare as
follows :

1. That I/ We am/are share holder(s) of _____ and hold
shares of the face value of Rs.10/- each, as per the details below :

FOLIO NO.	SHARE CERTIFICATE NO (S)	DISTINCTIVE NO (S)	NO. OF SHARES
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2. That the said share certificate(s) covering the aforesaid shares has / have been lost/misplaced / not received
and it is / they are not in my / our possession :

3. That I/we have not transferred the said shares or any of them in favour of any other person and I/we have
not executed an instrument of transfer for the said shares in favour of any person.

4. That I/we have filed a request to the company, for issue of duplicate share certificate for the said shares.

Verification

I/We solemnly affirm that the statement contained in the above paragraphs are true to the best of my/our
knowledge, information and belief and that nothing material has been concealed from being disclosed.

Solemnly declared and affirmed on identification at _____ this _____
Day of _____ 200.

NAME(S) OF SHARE HOLDER(S) _____ SIGNATURE OF SHARE HLODER(S)

This affidavit should be verified in the presence of First Class MAGISTRATE or a NOTARY PUBLIC.

INDEMNITY BOND FOR ISSUE OF DUPLICATE SHARE CERTIFICATE(S)

I/We ----- hold inter alia ----- Equity Shares of the face value of Rs. 10/- each in the _____ as per the details below :

FOLIO NO.	SHARE CERTIFICATE NO (S)	DISTINCTIVE NO (S)	NO. OF SHARES
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The Share Certificate(s) in respect of the said shares has/have been lost/misplaced/not received and it is/they are not in my/our possession. The shares in respect of the said certificate(s) were not accompanied by any blank transfer deed signed by me/us and that I/We have not, nor has any person by my/our order in any manner disposed off, parted with or pledged the said certificate(s) or assigned my/our interest therein or any part thereof to any person. I/We am/are the sole and absolute owner(s) of the shares covered by the said share certificate(s) or cause the same to be surrendered to the Company, if and when the same is/are found.

I/We therefore, request the _____ , to issue duplicate(s) of the said share certificate(s).

In consideration of the company so doing, I/We do hereby Indemnify the Company and bind myself/ourselves, my/our heirs, executors and administrators to pay all claims, charges, costs, damages, demands, expenses, and losses and the increase in the price of share if any at the time of such indemnification, which the said Company may sustain, incur or be liable for in consequence of having issued duplicate share certificate(s) at my/our above said request. The Company can realise the said claims, charges, costs, damages, demands, expenses and losses from me/us personally or my/our heirs, executors or administrators or my/our properties as the case may be.

In witness whereof I/We signed this ----- day of ----- Two thousand.

Place :

Signature(s)

Date :

WITNESS :

Name in Block Letters :

Full Address : -----

Signature : -----

I/We, the undersigned, certify that the above facts are true and bind ourselves to make good all claims, charges, costs, damages, demands, expenses, loss and the increase in the price of share if any at the time of such indemnification, which the said Company may sustain, incur or be liable for in consequence of complying with the request contained above and the Company will be entitled to realise all claims, charges, costs, damages, demands, expenses and losses from our persons or our heirs of properties, as the case may be.

Witness 1 :

Surety 1 :

Name in Block Letters :-----

Name in Block Letters :-----

Full Address :-----

Full Address :-----

Signature : -----

Signature :-----

Witness 2 :

Surety 2 :

Name in Block Letters :-----

Name in Block Letters :-----

Full Address :-----

Full Address :-----

Signature : -----

Signature :-----

NOTES : : In case of joint holdings all shareholders should sign

DECLARATION OF LOSS OF SHARE CERTIFICATE

Form to be filled in by a person or persons applying for duplicate certificate(s) in respect of shares for which original certificate(s) is/are lost.

1. Full name and address of the shareholder

2. Number of shares held by the Shareholder

3. Distinctive numbers of the shares in respect of which certificate(s) is/are lost

4. When were the share certificates lost or found to be missing?

5. Full statement of the circumstance of loss of the share certificate(s)

6. Were any signed transfer form attached to the missing share certificate(s)?
If so, give full particulars

7. Were the shares sold, mortgaged, pledged or otherwise disposed of either by the shareholder, applicant or by any other person?
If so, give full particulars

8. Was diligent search made for the Missing certificate(s)?

SIGNATURE(S)

PRIVATE & CONFIDENTIAL

FORM TO BE SIGNED BY THE SURETY
PROPOSED FOR THE INDEMNITY BOND

1. Name in full:
2. Permanent Residential address:
3. Age :
4. If employed----
 - (a) Name & address of the Organisation in which the Surety is employed
 - (b) Total salary and other emoluments received during the year.
5. Details of immovable property owned:
 - (a) Situation:
 - (b) Value:
 - (c) Annual rent:
(please specify whether the immovable property consists of houses/flats or mere lands)
6. If carrying on business---
 - (a) Full name and address of the Firm, where the business is carried on:
 - (b) Type of ownership:
 - (c) Nature of business:
 - (d) Annual turnover:
 - (e) Annual Profits:

Date :

Witnessed by

Full Name And Address of Bank Manager/Employer

_____ PIN _____

Signature of Surety

(Bank Manager/Employer)

PRIVATE & CONFIDENTIAL

FORM TO BE SIGNED BY THE SURETY
PROPOSED FOR THE INDEMNITY BOND

1. Name in full:
2. Permanent Residential address:
3. Age :
4. If employed----
 - a. Name & address of the Organisation in which the Surety is employed
 - b. Total salary and other emoluments received during the year.
5. Details of immovable property owned:
 - a. Situation:
 - b. Value:
 - c. Annual rent:
(please specify whether the immovable property consists of houses/flats or mere lands)
6. If carrying on business---
 - a. Full name and address of the Firm, where the business is carried on:
 - b. Type of ownership:
 - c. Nature of business:
 - d. Annual turnover:
 - e. Annual Profits:

Date :

Signature of Surety

Witnessed by

Full Name And Address of Bank Manager/Employer

PIN_____

(Bank Manager/Employer)

N.B: Please note that Surety should own property in his own name and not as a member of a joint and undivided Hindu family, or own business absolutely in his own name and not as a partner.

If the Surety proposed is not a salaried employee, copy of the latest Assessment Order passed by Income Tax Authorities should be enclosed with this form.

If the Surety proposed is only Landlord or property owner, Proposed Valuation Report issued by Revenue Authorities/Municipal Authorities should be enclosed with the form.

Surety should not be related to the shareholder.