

Date

To,

Company Name and Address

Dear Sir/Madam

**Sub : Rejection of Demat Request (S)**

I/We had Submitted securities of \_\_\_\_\_ (Company Name) for Dematerialisaion under ISIN \_\_\_\_\_ through my Depository Participant \_\_\_\_\_ (Name)(DP Id IN300966. Client ID \_\_\_\_\_). Details of my/our demat request(s) are as under:

Demat Request No. (DRN)	Demat Generation Date	Demat Request Form No.	Certificate No(S).	Distinctive No.S		No. of Securities.
				From	To	

The aforementioned demat request(s) is/are pending for disposal for a long time. As I/We wish to close the said account and hold the security (ies) in physical form, I/We request you to reject the said pending demat request(s) and said fresh security certificate directly to me/us under advise to my/our DP.

Yours Faithfully

1. \_\_\_\_\_ . 2) \_\_\_\_\_ . 3) \_\_\_\_\_ .

**Name (S) Signatures(s) of the Account Holder(s)**

CC:	1. DP Name & Address	You are requested to reject the demat request(s) as stated above and send fresh security certificate directly to me/us under advise to the DP.
	2. Name & Address of Registrar & Transfer Agent	