ADDRESS CHANGE FORM - NSDL

To, Date:
Indiabulls Ventures Limited
Corporate Identity Number (CIN): L74999DL1995PLC069631
Account Opening Department,
Indiabulls House, 448 – 451, Udyog Vihar Phase – V, Gurgaon – 122016, Haryana.

Dear Sir/Madam,

I/We would request you to change my/our Address & Contact Details in my/our Indiabulls Account given below:

NSDL Demat Account No. _____ Trading ID _____

Old Correspondence Address (Demat account)	**New Correspondence Address**
_____ _____ Pin Code (Mandatory)_____ **Old Correspondence Address (Trading account)** _____ _____ Pin Code (Mandatory)_____	__ _____ _____ _____ Pin Code / Zip Code (Mandatory)_____ Mobile # (Mandatory)_____ Landline 1 #_____, Landline 2 # _____ (Country Code & Area Code for Foreign nos. & STD Code for Indian Contact nos. is mandatory) E-mail ID (Mandatory) _____
Old Permanent Address (Demat account) _____ _____ Pin Code (Mandatory)_____	**New Permanent Address**_____ _____ _____ Pin Code / Zip Code (Mandatory)_____ Mobile # (Mandatory)_____ Landline 1 #_____, Landline 2 # _____ (Country Code & Area Code for Foreign nos. & STD Code for Indian Contact nos. is mandatory) E-mail ID (Mandatory) _____

I/We request you that in future all my/our correspondence with Indiabulls Ventures Limited should be sent at the above address till further notification from me/us. I/We also undertake not to file any Suit, Claims, initiate Legal proceedings in any Arbitration Forum, Court of Law, Legal Forum, Tribunal or before any Regulatory Authorities against Indiabulls Ventures Limited or its Directors or its Employees in connection with non–receipt of Contract Notes and Statement of Accounts if the same is henceforth sent to the new address as mentioned above. I/We further undertake that I/we shall indemnify and keep indemnified Indiabulls Ventures Limited or its Directors or its Employees from and against any loss, claims, liabilities, obligations, damages, deficiencies, actions, suits, proceedings or liability suffered or incurred or fastened due to any incorrect, wrong, false, misleading representations provided/disclosed by me/us to Indiabulls Ventures Limited . I/We also authorize Indiabulls Ventures Limited to debit my account in lieu of mailing charges for sending any documents at my foreign address (Applicable for NRI client only) whenever required.

I/We am/are enclosing herewith _____as proof of New address.

Name(s) _____ _____ _____

Signature(s) _____ _____ _____

First/Sole Holder Second Holder Third Holder

Note: All Demat account holder(s) need to sign. All the documents must be self-attested in original. Form should be filled in CAPITAL letters only

- Please note that in order to change your Demat & Trading Account Address, you are required to provide copy of Proof of New Address.
- All proof must be duly self-attested (all the holders in case of joint DP account).
- Hand written documents /Any Overwriting & Correction on the documents should be attested by issuing authority with original stamp & signature e.g. Hand written bank passbook should be attested by bank official, Overwriting & Correction on Driving license should be attested by RTO official etc.
- Please submit separate proof in case the correspondence and Permanent Addresses are different.
- Please mention N.A for whatever is inapplicable and strike-off wherever unfilled & submit the form in duplicate.

List of valid Address Proof (Applicable for both Indian & foreign Address):
(1) Ration Card, (2) Passport, (3) Voter ID card, (4) Driving License, (5) Bank Passbook/Bank Statement: (a) Bank Statement (with bank logo)/Bank Passbook (printed) – should clearly display account number, name & address of the client (not more than three months old). Bank Statement needs to be accompanied with a copy of bank cheque. (b) Bank Statement (without bank logo)/Bank Passbook (handwritten) – should clearly display account number, name & address of the client and it should be attested in original by the bank official with name, designation and signature of the attesting officer (not more than three months old). Bank Statement needs to be accompanied with a copy of original cancelled bank cheque; (6) Electricity Bill/Telephone Bill – Landline (not more than 3 months old), (7) Self – declaration by High Court & Supreme Court judges, giving the new address in respect of their own accounts. ,(8) Unique Identification Number (Aadhaar), (9) Registered Lease or Sale Agreement of residence or flat maintenance bill (10) Identity Card/Document with applicant's address, issued by: (a) Central/State Government and its Departments, (b) Statutory/Regulatory Authorities, (c) Public Sector Undertakings, (d) Scheduled Commercial Banks, (e) Public Financial Institutions, (f) Colleges affiliated to Universities (this can be treated as valid only till the time the applicant is a student), (g) Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc., to their Members.(9) Gas bill (not more than three months old)
Note: The proof of address in the name of the spouse may be accepted

The following additional documents can be submitted as valid proof of Foreign Address in addition to the above mentioned proofs: (1) PIO card, (2) Resident Permit (Govt. issued I-card)

List of Documents sent at Demat Account Address: (1) Client Master, (2) Bill for Demat Account, (3) Transaction Statement, (4) Holding Statement, (5) Delivery Instruction Slip (DIS), (6) Pledge Books, (7) Physical Share Certificates.

List of Documents sent at Trading Account Address: (1) Welcome Letter, (2) Password, (3) Contract Notes along with STT Annexure, (4) Statement of Account and Ledgers.
Note: For the list of valid proofs of non-individual account kindly refer to the checklist updated on our website. NRI Checklist - http://nri.indiabulls.com/document_required.html
Demat Checklist - http://www.indiabulls.com/securities/services/indiabulls-depository-services.htm#; Trading Checklist – http://www.indiabulls.com/securities/services/indaibulls-signature-account.htm#.

Please note that you can call us on our helpline no 0124-4572444 or mail us at helpdesk@indiabulls.com on the 5th working day from the submission of the documents (i.e. if you have submitted the documents on Monday either in the branch or directly to the H.O. then call us on Friday after 2:30 p.m.) to check the status. **Version 1.7 (NSDL)**