

REQUEST FOR UPDATION OF RECORDS – CHANGE OF ADDRESS

To,
Satellite Corporate Services Pvt. Ltd.
Unit No. 49, Bldg No.13-A-B, 2nd Floor,
Samhita Commercial Co-Op. Soc. Ltd.
Off Andheri Kurla Road, MTNL Lane,
Sakinaka, Mumbai - 400 072

Dear Sir,

Ref: Your letter dated _____

I/We hereby request you to please update my/our change in address in your records for the Registered Folio No. _____.

Old Address	New Address
City	
State	
Pin Code	

PAN No. _____ E mail address: _____

As required by you, I /We are/ are attaching herewith copies of Proof of Address (POA) and Photo ID Proof. (Please tick the appropriate one)

1. Passport
2. Election ID card
3. Pan Card
4. Driving License
5. Electricity/ Telephone Bill

Kindly confirm having recorded the changed address.

Yours Faithfully

Signature of First Holder(s) (As per Specimen registered)	Signature of 1st Joint Holder(s) (As per Specimen registered)	Signature of 2nd Joint Holder(s) (As per Specimen registered)

Date:

INSTRUCTION

- The signature of the shareholder as appearing on the Form must match with his/her specimen signature on with the Company.