



To,  
**DP/KYC Department**  
**South Gujarat Shares and Sharebrokers Limited**  
 3<sup>rd</sup> Floor Belgium chambers,  
 Opp Linear Bus Stop, Ring road,  
 Surat 395 003

Date: \_\_ / \_\_ / \_\_\_\_

Dear Sir,

**Sub: Signature Change**

This is inform to you that, I/We have operating Demat Account vide DP ID: IN300425 (NSDL) & Client ID: \_\_\_\_\_ ith Depository Participant **South Gujarat Shares and Sharebrokers Limited (SGSSL)** and Trading Account vide Client Code: \_\_\_\_\_ with **SGSSL**

I/We would like to request you to update the change in Signature against the aforesaid BO ID as under in your records.

Name(s) of Holder(s)	Old Signature	New Signature
First / Sole Holder Name		
Second Holder Name		
Third Holder Name		

Signature Change Reason : \_\_\_\_\_

The following documents are enclosed herewith for updating the change in Signature

- Bank Verification Letter
- KRA & CKYC Form with relevant documents.
- Photo Identity & Resident Proof (Self Attested & Branch Verified)

Kindly do the needful in this regard.

Thanking You,		
	In Presence of:	
	Employee Signature	: _____
	Employee Name	: _____
	Employee Designation	: _____
	Employee Code	: _____

# **Bank Verification Letter**

To,  
**DP/KYC Department**  
**South Gujarat Shares and Sharebrokers Limited**  
3<sup>rd</sup> Floor Belgium chambers,  
Opp Linear Bus Stop, Ring road,  
Surat 395 003

Date: \_\_ / \_\_ / \_\_\_\_

This is to certify that Mr. / Ms. / M/s. ....resident of  
.....  
.....  
maintained Saving / Current / OD Bank Account No.....at our  
..... branch has been active since ..... Years and the  
operations of the said account have been satisfactory.

Put Bank  
Stamp across  
Photograph

\_\_\_\_\_  
(Signature of Client)

We hereby further confirm that the Name, Address, Photograph and Signature appended here tallies with our records.

## **Bank Manager Attestation**

Bank Manager Signature: .....

Bank Manager Name : .....

Bank Manager Code : .....

Bank Manager Stamp : .....

(Bank Seal / Stamp with address & bank assigned number of the Signatory)