

FORM OF REQUEST FOR CHANGE OF ADDRESS

Mareshwari Datamatics Pvt Ltd.
23, R. N. Mukherjee Road, 5th Floor
Kolkata - 700 001

Dear Sirs,

Name of the Company : _____

Folio No.(s) : _____

I request you to effect change of my address in your records as follows :

My old address as appearing in the Company's records _____

My current address to be recorded _____

I am enclosing self-attested photocopy of my PAN Card towards proof of my identification, photocopy of my share certificate and photocopy of following document in support of my application : *(please tick the appropriate box and attach the relevant documents to this Form)*

Passport Voter ID Card Bank Passbook/Statement

(Note : At least one of the above documents must be submitted - self attested)

I am also providing below my current bank particulars for your records : *(required only if bank particulars were not furnished to the Company earlier or if there is any change)*

Name of the Bank : _____

Address of the Bank : _____

Bank Account Number : _____

(Note : Copy of your relevant bank statement or a copy of a blank cancelled cheque leaf pertaining to the given bank account, with your name appearing thereon, must be submitted for verification)

Yours faithfully,

Signature : _____

Name of the First / Sole Shareholder : _____

Phone / Mobile No. : _____ Email Id : _____

Date : _____

NOTE : Change of Address will be effected only on receipt of this Form, duly completed, alongwith all requisite documents as mentioned above. Incomplete Form / Form with insufficient documents will not be acted upon and the same will be returned.

1. Name of Account Holder(s) : 1) _____
2) _____
3) _____

2. Type of Account : **Current / SB / O/D / Others**

3. Address of Account Holder(s) as recorded with the Bank

4. Account Number : _____

5. Signature of the Holder(s) : 1) _____

2) _____

CONTACT No.-

3) _____

EMAIL-ID

Signature and Address verified as recorded with the Bank

Signature _____
with Rubber Stamp of the Bank

Name _____

Designation _____

Employee Code _____

Place :

Date :