

## HDFC Securities DP Account Closure Request Form

|  |  |      |            |
|--|--|------|------------|
| Application No   |  | Date | DD/MM/YYYY |
| Closure Initiated by <input type="checkbox"/> BO <input type="checkbox"/> DP <input type="checkbox"/> CDSL |  |      |            |

(To be filled by the BO (in case of BO-initiated closure). Please fill all the details in **Block Letters** in English)

To,  
 DP Operations team  
 HDFC SECURITIES LIMITED  
 I THINK TECHNO CAMPUS, 8<sup>TH</sup> FLOOR,  
 BLDG –B, KANJURMARG(E),  
 MUMBAI – 400 042

CDSL DP ID – 12086700, 12095000

Dear Sir / Madam,  
 I / We the Sole Holder / Joint Holders / Guardian (in case of Minor) / Clearing Member request you to close my / our account with you from the date of this application. The details of my/our account are given below:

### Account Holder's Details (HDFC Securities DP only)

|                                 |   |   |   |   |   |       |   |   |           |  |  |         |  |  |  |  |  |
|---------------------------------|---|---|---|---|---|-------|---|---|-----------|--|--|---------|--|--|--|--|--|
| DP ID                           | 1 | 2 | 0 | 8 | 6 | 7     | 0 | 0 | CLIENT ID |  |  |         |  |  |  |  |  |
| Name of the First / Sole Holder |   |   |   |   |   |       |   |   |           |  |  |         |  |  |  |  |  |
| Name of the Second Holder       |   |   |   |   |   |       |   |   |           |  |  |         |  |  |  |  |  |
| Name of the Third Holder        |   |   |   |   |   |       |   |   |           |  |  |         |  |  |  |  |  |
| Address for Correspondence      |   |   |   |   |   |       |   |   |           |  |  |         |  |  |  |  |  |
| CITY                            |   |   |   |   |   | STATE |   |   |           |  |  | PINCODE |  |  |  |  |  |

### Details of remaining security balances in the account (if any)

Reasons for Closing the Account: \_\_\_\_\_

Balance remaining in the account (if any) to be :

· partly rematerialised and partly transferred.    · Rematerialised                      · Not applicable    · Transferred to another account (Number given below)

|  |   |   |   |   |   |   |   |   |           |  |  |  |  |  |  |  |
|--|---|---|---|---|---|---|---|---|-----------|--|--|--|--|--|--|--|
| DP ID  | 1   | 2 | 0 | 9 | 5 | 0 | 0 | 0 | CLIENT ID |  |  |  |  |  |  |  |
| Balance present in account for (To be filled by DP, if applicable) | <input type="checkbox"/> Ear - marked<br><input type="checkbox"/> Pledged<br><input type="checkbox"/> Frozen<br><input type="checkbox"/> Lockin<br><input type="checkbox"/> Pending for Dematerialisation<br><input type="checkbox"/> Pending for Rematerialisation |   |   |   |   |   |   |   |           |  |  |  |  |  |  |  |

**DECLARATION: In case of Account Closure due to SHIFTING OF ACCOUNT:**

I/We declare and confirm that all the transactions in my/our demat account are true/ authentic.

|                          | First/ Sole Applicant | Second Applicant | Third Applicant |
|--------------------------|-----------------------|------------------|-----------------|
| <b>NAME OF APPLICANT</b> |                       |                  |                 |
| <b>SIGNATURE *</b>       |                       |                  |                 |

\*If DP or CDSL initiates account closure, Signature(s) of account holder(s) not required.

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**HDFC Securities DP Account Closure Request Form**

**Acknowledgement Receipt**

|                |  |      |            |
|----------------|--|------|------------|
| Application No |  | Date | DD/MM/YYYY |
|----------------|--|------|------------|

We hereby acknowledge the receipt of the instruction for Closing the following Account subject to verification: -  
 (HDFC Securities DP only)

|                                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| DP ID                           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | CLIENT ID |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Name of the First / Sole Holder |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Name of the Second Holder       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Name of the Third Holder        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Reason for Closure              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Depository Participant Seal and Signature**

**Instructions to Account Holder(s)**

- a) Submit a duly-filled RRF if the balances are to be Rematerialized.
- b) Submit a duly-filled Delivery Instruction Slip [DIS] (off market instruction slip) if the balances are to be transferred to another Account. This requirement is not applicable in the case of "**SHIFTING OF ACCOUNT**".

**Checklist**

- a) Please note that this form is valid for HDFC Securities DP accounts only starting with '12086700' and '12095000'. Please do not use this form for HDFC Bank DP closure request.
- b) DP account number to be mentioned in "CLIENT ID" field on the DP closure form. Please do not mention Trading account number in the client ID field.
- b) Please mention Address as per DP records on the closure form. Pls refer CML copy for Address as per DP records.
- c) Signature is mandatory and all holders should sign the DP closure form. Signature to be done by all holders in the signature column below Name of applicant.