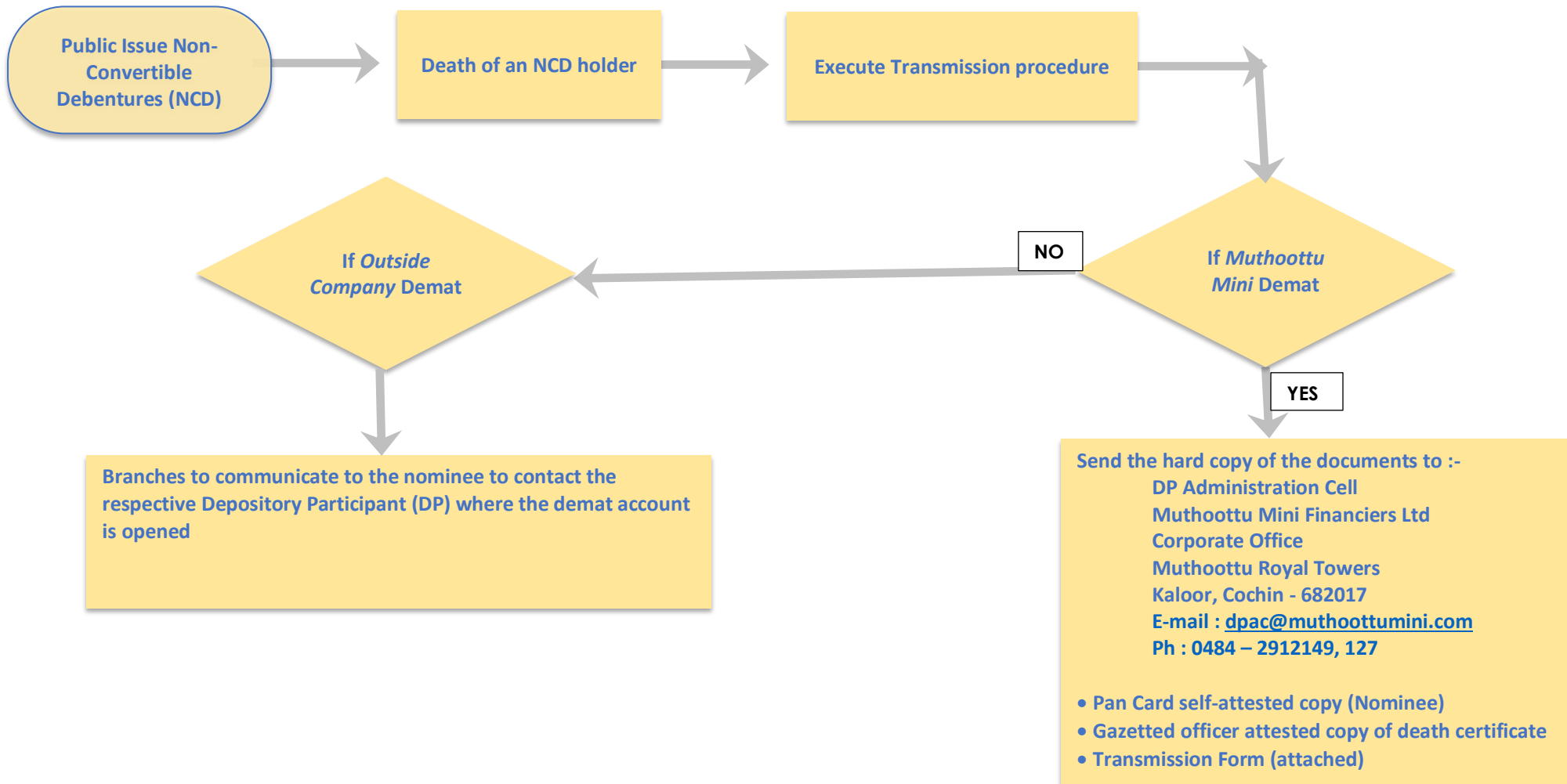




TRANSMISSION OF NON-CONVERTIBLE DEBENTURES (DEMAT) – Process Flow





If *Muthoottu Mini* demat is jointly held

If the 1st holder is deceased, NCD proceeds will be transferred to the 2nd holder upon the clause that a separate demat account is opened by the 2nd holder.

*If any of the holders' become deceased, the existing demat account become invalid and a new account is to be opened by either of the holders.

If there is no nomination in *Muthoottu Mini* demat

NCD proceeds will be credited to the legal heir's account. Following documents to be submitted:-

- Death Certificate copy attested by Notary Public or Special Executive Officer
- Transmission Form (attached)
- Pan Card self-attested copy (Legal Heir)
- Aadhaar Card copy/Passport copy self-attested (Legal Heir)
- Covering letter with NCD details (Optional)
- Banker's verification form attested by the Bank Manager (Part 2 in transmission form)
- Succession certificate / Heir ship certificate

If a legal heir claims NCD proceeds, even if a nominee is registered

An information mail will be sent to nominee. Company has the responsibility to transfer the amount only to the nominee registered in the demat account.

At present, 3 nominees can be registered & their percentage of shares can be fixed.

If deceased's demat is with *Muthoottu Mini* & nominee's demat is held *outside the company*

Following documents to be submitted to Muthoottu Mini Demat Department:-

- Transmission Form (attached)
- Death Certificate copy attested by Notary Public or Special Executive Officer
- Pan Card self-attested copy (Nominee)
- Signed & sealed Client Master List (CML) copy of the nominee maintained in *Outside Company's DP*

TRANSMISSION REQUEST FORM
(In case of death of the sole holder)

Application No.		Date	D	D	M	M	Y	Y	Y	Y
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(Please fill all the details in **Block Letters** in English)

To,
Muthoottu Mini Financiers Ltd
M M Tech Tower, Kaloor
Cochin - 682017

Dear Sir / Madam,

PART – I: (where nomination is recorded)

We, Nominees/ Successor/ Guardian of the successor or nominees (in case of Minor) request you to **transmit** the following securities due to the death of the sole account holder. Original Death Certificate / copy of Death Certificate (duly notarized / attested under seal by a Gazetted Officer) is attached herewith.

Name of the deceased BO:

Account Number of the deceased BO:

DP ID												Client ID							
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Kindly transmit all securities in the deceased BO's account mentioned above to the BO account mentioned below.

Details of the Successors

Sr. No	Name of the Successor (s)	DP ID	Client ID

Details of Transmission

Sr. No	Name of the Security	ISIN	Quantity of securities to be transmitted

Attach an annexure duly signed by the Nominees/ Successor / Guardian of the successor or nominees (in case of Minor), if the space above is insufficient.

(Nominees / Successor / Guardian of successor or nominees (in case of Minor))

	Nominee(1) Successor/Guardian of successor/Nominee	Nominee(2) Successor/Guardian of successor/Nominee	Nominee(3) Successor/Guardian of successor/Nominee
Name			
Signature			

PART – II: (where nomination is not recorded)

No Objection Statement from other heirs/successors who are non-applicants

1. I/We, the undersigned, residing at _____, am/are legal heir(s) of the said deceased.

Depository Participants Seal & Signature