

## 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

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   |  |  |  |  |  |  |  |  | CLIENT ID |  |  |  |  |  |  |  |
| Balance present in account for<br>(To be filled by DP, if applicable) | <div style="display: flex; flex-wrap: wrap;"><div style="width: 50%;"><input type="checkbox"/> Ear - marked</div><div style="width: 50%;"><input type="checkbox"/> Pledged</div><div style="width: 50%;"><input type="checkbox"/> Frozen</div><div style="width: 50%;"><input type="checkbox"/> Lockin</div><div style="width: 50%;"><input type="checkbox"/> Pending for Dematerialisation</div><div style="width: 50%;"><input type="checkbox"/> Pending for Rematerialisation</div></div> |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |

**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.

---

## 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                           | 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        |   |   |   |   |   |   |   |   |           |  |  |  |  |  |  |  |  |
| Reason for Closure              |   |   |   |   |   |   |   |   |           |  |  |  |  |  |  |  |  |

**Depository Participant Seal and Signature****Instructions to Account Holder(s)**

- Submit a duly-filled RRF if the balances are to be Rematerialized.
- 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'. 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.
- d) In case there are holdings in the DP account then a copy of Client Master list duly stamped and signed by an official of Target DP is mandatory. In case there are holdings in account, Holder should tick Transferred to another account on the form and fill the Target DP ID and CLIENT ID below.