

## ***X. REMATERIALIZATION***

### **1. What is rematerialization?**

Rematerialization is the process of converting securities held in an electronic form in a demat account into paper form i.e. physical certificates.

### **2. What is the procedure for rematerialization?**

- A BO who wishes to rematerialize balance in his demat account has to fill up a Remat Request Form (RRF) in duplicate.
- If the BO has multiple ISINs in his demat account and wishes to rematerialize all balances then a separate RRF should be submitted for each ISIN.
- The RRF should be signed by all the account holders / POA (if any).
- Completely filled RRF should be submitted to his DP.
- The BO may specify on the RRF whether all the quantity of an ISIN to be included in only one certificate (Jumbo Lot) or the certificates may be for market lot i.e. one share per certificate or any such quantity per certificate (odd lot) as may be desired.
- The DP will verify the details on the RRF form and enter the same in the CDSL system.
- The system generated Remat Request Number (RRN) is written on the RRF and it is sent to the Issuer / RTA.
- The Issuer / RTA verify the remat request and issues securities in physical form. Balance in the BO account is reduced to the extent of quantity rematerialized.

### **3. Is it possible to rematerialize lock-in securities held in a demat account?**

Yes. Lock-in securities in a demat account can be rematerialized. If a BO has free as well as lock-in securities in his account for an ISIN then a separate RRF is to be submitted for rematerialization of free quantity and quantity under lock-in. If lock-in balance is for different lock-in reasons or different lock-in expiry dates then a separate RRF is to be submitted for each lock-in reason / lock-in expiry date.

### **4. In case of request for rematerialization, does one get back the same certificate(s) that was dematerialized?**

No. The Issuer / RTA will issue new certificate(s). The new certificate/s may be issued under new folio number or in the existing folio, if investor already has one with the company.

### **5. If the physical certificate issued on rematerialization has some mistake in the name or any other details, whom should the investor contact?**

The Issuer or RTA, as the case may be.

6. **Does the rematerialization attracts any stamp duty?**

No. Remat does not amount to a transfer and does not attract any stamp duty.