

## ***X. REMATERIALIZATION***

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

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

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

- A BO who wishes to have his dematerialised holdings of securities rematerialized has to submit duly signed Rematerialization Request Form (RRF) to his DP. RRF can be signed by the POA holder also if any POA has been given. The POA must be registered with the Issuer/RTA
- On verification of the form, DP will generate the remat request in the system and will send it to Issuer/ RTA. On confirmation by the Issuer/ RTA, the balance will be debited from BO's demat account.
- The Issuer/ RTA then issues securities in physical form to the BO directly.

### **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 combination.

### **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 should be contacted in case of mistake in the name or any other details in the physical certificate issued.

### **6. Does the rematerialization attract any stamp duty?**

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

**7. Charges for Rematerialization?**

Yes, Charges are levied by the Depository Participants [DPs] to their BOs as per the tariff charges agreed by the BO and the DP at the time of demat account opening. Depository levies the charges on the DPs not to the BOs.

**8. Rematerialize only part of holdings is it allowed?**

Yes, you can choose to rematerialize only a part of your holdings while keeping the rest in electronic form.

**9. Is rematerialization allowed if securities are pledged or under lien?**

No, Securities must be completely free from pledge, hypothecation, or any encumbrance before rematerialization. Pledge must be closed and confirmed in the depository system first.