



Central Depository Services (India) Limited

Convenient + Dependable + Secure

COMMUNIQUE TO REGISTRAR & TRANSFER AGENTS

CDSL/OPS/RTA/POLCY/2025/271

October 17, 2025

DETAILS OF CHANGE OF RTA FILE FORMATS

Issuers/RTAs are advised to refer to SEBI Circular no. SEBI/HO/OIAE/OIAE_IAD-3/P/ON/2025/01650 dated January 10, 2025, regarding the Revise and Revamp Nomination Facilities in the Indian Securities Market (Annexure-1).

In regard of the above SEBI Circular, RTAs are advised to note that facility has been provided for opening of demat account with ten holders and with ten nominations. The said changes in demat account opening will result in change of file formats of the following files.

Refer to the attached annexures for the corresponding changes for multiple nominees and ten holders in demat account and the necessary changes are highlighted in yellow .

Annexure	File Name
A	RT02 - Details of Beneficiary Position for an ISIN
B	RT21 – Demat Request Summary
C	RT50 – Record of Remat Requests
D	RT82 – Online RT50
E	RT83 – Online RT21
F	RT99 – BO verification report of IPO
G	RTB9 – BO details for RTA
H	RTP1 – Pledge report to RTA
I	RTS1 – Destat Mutual Fund Requests received by RTA
J	RTS2 – Destat Mutual Fund requests received by RTA
K	RTS4 – Transaction Dump
L	RTS5 – Transfer File Dump
M	RT25 – BO Verification details

Issuers / RTAs are advised to note the same and advise their back-office vendors to incorporate changes, if any. The operational modalities and live release date for Nomination Phase III will be communicated separately.



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COMMUNIQUE TO REGISTRAR & TRANSFER AGENTS

Queries regarding this communiqué may be addressed to: CDSL – Helpdesk Emails may be sent to: dpertasupport@cdslindia.com and connect through our IVR Number **022-62343333**.

For and on behalf of
Central Depository Services (India) Limited

sd/-

Nilesh Shah
Vice President – Operations

FILE FORMAT FOR RT02 REPORT

This report prints details of Beneficiary Owners for ISIN

- File Name :
- 08RT02UX<CA seq numb>.<previous business date ddmmyyyy> --CA Holding report
 - 08RT02UX<ISIN>.<previous business date ddmmyyyy> -- RT02 ISIN request
 - 08RT02UX.<previous business date ddmmyyyy>.<Split File Number> -- Monthly/Weekly /RTA request report

Report Format : (Specify in same sequence as unformatted layout)

Field Description	Field Type	Field Length
ISIN Code	CHAR	12
Beneficiary Owner A/c No.	CHAR	16
First Holder's Name	CHAR	164
Second Holder's Name	CHAR	164
Third Holder's Name	CHAR	164
Guardian's Name	CHAR	142
Nominee's Name	CHAR	142
Father/Husband's Name	CHAR	50
Sex of sole/first holder	CHAR	1
Birth Date	CHAR	11
Account Status	NUMBER	1
BO Category	NUMBER	2
BO Product	Number	2
Customer Type	NUMBER	2
BO Sub Status	NUMBER	4
Occupation	CHAR	4
PAN of Sole/First holder	CHAR	25
PAN of second holder	CHAR	25
PAN of third holder	CHAR	25
BO Freeze Flag	CHAR	1
Freeze Reason Code	NUMBER	2
ISIN Status	CHAR	1
A/C Opening Date	CHAR	11
SEBI Registration No	CHAR	24
Stock Exchange ID	Number	2
Clearing House / Corporation ID	Number	6
CM Id	CHAR	8
Trading Id	CHAR	8
RBI Registration No.	CHAR	30
RBI Approval Date	CHAR	11
Tax Deduction Status	NUMBER	2
Nationality	CHAR	3

Field Description	Field Type	Field Length
BO Correspondence Address Line 1	CHAR	55
BO Correspondence Address Line 2	CHAR	55
BO Correspondence Address Line 3	CHAR	55
BO Correspondence Address City	CHAR	25
BO Correspondence Address State	CHAR	25
BO Correspondence Address Country	CHAR	25
BO Correspondence Address Pin Code	CHAR	10
BO Address Line 1 (Permanent)	CHAR	55
BO Address Line 2 (Permanent)	CHAR	55
BO Address Line 3 (Permanent)	CHAR	55
BO Address City (Permanent)	CHAR	25
BO Address State (Permanent)	CHAR	25
BO Address Country (Permanent)	CHAR	25
BO Address Pin Code (Permanent)	CHAR	10
Primary Mobile Number	CHAR	17
Secondary Telephone Number	CHAR	17
BO Fax Number	CHAR	17
Primary E-mail	CHAR	100
ECS Mandate Flag	CHAR	1
Dividend MICR No.(Bank Code)	CHAR	12
Dividend Bank Branch (IFSC)	CHAR	12
Bank Name	CHAR	100
Bank Address Line 1	CHAR	40
Bank Address Line 2	CHAR	40
Bank Address Line 3	CHAR	40
Bank Address City	CHAR	25
Bank Address State	CHAR	25
Bank Address Cntry	CHAR	25
Bank Address Zip	CHAR	10
Dividend Bank Currency	NUMBER	6
Dividend Bank Account Type	NUMBER	5
Dividend Bank Account Number	CHAR	20
Total Holding	NUMBER	22
Total Lock-in	NUMBER	22
Pledge Balance	NUMBER	22
Safe keep Balance	NUMBER	22
Earmark Balance	NUMBER	22
Pending Remat Confirmation	NUMBER	22
Free Balance	NUMBER	22
Pending Demat Verification	NUMBER	22
Pending Demat Confirmation	NUMBER	22
Date Of BenPos	DATE	8
Pledge setup balance	NUMBER	22
Remat against lock in balance	NUMBER	22
Annual Report Flag	CHAR	1

Field Description	Field Type	Field Length
UID of First Holder	CHAR	15
UID of Second Holder	CHAR	15
UID of Third Holder	CHAR	15
PAN of Guardian	CHAR	10
UID of Guardian	CHAR	15
Custodian / PMS email Address	CHAR	100
Legal Entity Identifier	CHAR	20
Filler	CHAR	25
Filler	CHAR	25
BO RGESS FLAG	CHAR	1
MODE OF OPERATION	CHAR	1
COMMUNICATION PREFERENCE	CHAR	1
Filler	CHAR	1
Filler	CHAR	1
Nominee's Guardian Name	CHAR	142
Nominee relationship with BO	Number	2
Nominee percentage of shares	Number	(5,2)
Second Nominee's Name	CHAR	142
Second Nominee's Guardian Name	CHAR	142
Second nominee relationship with BO	Number	2
Second Nominee percentage of shares	Number	(5,2)
Third Nominee's Name	CHAR	142
Third Nominee's Guardian Name	CHAR	142
Third nominee relationship with BO	Number	2
Third Nominee percentage of shares	Number	(5,2)
NDU Balance	Number	22
Other Encumbered Balance	Number	22
Fourth Holder's Name	CHAR	164
PAN of Fourth holder	CHAR	10
UID of Fourth holder	CHAR	15
Fifth Holder's Name	CHAR	164
PAN of Fifth holder	CHAR	10
UID of Fifth holder	CHAR	15
Sixth Holder's Name	CHAR	164
PAN of Sixth holder	CHAR	10
UID of Sixth holder	CHAR	15
Seventh Holder's Name	CHAR	164
PAN of Seventh holder	CHAR	10
UID of Seventh holder	CHAR	15
Eighth Holder's Name	CHAR	164
PAN of Eighth holder	CHAR	10
UID of Eighth holder	CHAR	15
Nineth Holder's Name	CHAR	164
PAN of Nineth holder	CHAR	10
UID of Nineth holder	CHAR	15
Tenth Holder's Name	CHAR	164

Field Description	Field Type	Field Length
PAN of Tenth holder	CHAR	10
UID of Tenth holder	CHAR	15
Driving Licence of First Nominee	CHAR	20
Passport / OIC of First Nominee	CHAR	20
Driving Licence of Second Nominee	CHAR	20
Passport / OIC of Second Nominee	CHAR	20
Driving Licence of Third Nominee	CHAR	20
Passport / OIC of Third Nominee	CHAR	20
Fourth Nominee's Name	CHAR	142
Fourth Nominee's Guardian Name	CHAR	142
Fourth nominee relationship with BO	Number	2
Fourth Nominee percentage of shares	Number	(5,2)
Driving Licence of Fourth Nominee	CHAR	20
Passport / OIC of Fourth Nominee	CHAR	20
Fifth Nominee's Name	CHAR	142
Fifth Nominee's Guardian Name	CHAR	142
Fifth nominee relationship with BO	Number	2
Fifth Nominee percentage of shares	Number	(5,2)
Driving Licence of Fifth Nominee	CHAR	20
Passport / OIC of Fifth Nominee	CHAR	20
Sixth Nominee's Name	CHAR	142
Sixth Nominee's Guardian Name	CHAR	142
Sixth nominee relationship with BO	Number	2
Sixth Nominee percentage of shares	Number	(5,2)
Driving Licence of Sixth Nominee	CHAR	20
Passport / OIC of Sixth Nominee	CHAR	20
Seventh Nominee's Name	CHAR	142
Seventh Nominee's Guardian Name	CHAR	142
Seventh nominee relationship with BO	Number	2
Seventh Nominee percentage of shares	Number	(5,2)
Driving Licence of Seventh Nominee	CHAR	20
Passport / OIC of Seventh Nominee	CHAR	20
Eighth Nominee's Name	CHAR	142
Eighth Nominee's Guardian Name	CHAR	142
Eighth nominee relationship with BO	Number	2
Eighth Nominee percentage of shares	Number	(5,2)
Driving Licence of Eighth Nominee	CHAR	20
Passport / OIC of Eighth Nominee	CHAR	20
Ninth Nominee's Name	CHAR	142
Ninth Nominee's Guardian Name	CHAR	142
Ninth nominee relationship with BO	Number	2
Ninth Nominee percentage of shares	Number	(5,2)
Driving Licence of Ninth Nominee	CHAR	20
Passport / OIC of Ninth Nominee	CHAR	20
Tenth Nominee's Name	CHAR	142
Tenth Nominee's Guardian Name	CHAR	142
Tenth nominee relationship with BO	Number	2
Tenth Nominee percentage of shares	Number	(5,2)

Field Description	Field Type	Field Length
<i>Driving Licence of Tenth Nominee</i>	CHAR	20
<i>Passport / OIC of Tenth Nominee</i>	CHAR	20
<i>NOMINEE Serial Number MARKED FOR INCAPACITATION</i>	CHAR	3
<i>Flag for Nominee Details in Statement</i>	CHAR	5
<i>Holder Incapacitated</i>	CHAR	3
<i>Incapacitation From Date</i>	Date	8
<i>Incapacitation To Date</i>	Date	8
<i>Absolute Limit for Incapacitation</i>	Number	(18,0)
<i>Percentage Limit for Incapacitation</i>	Number	(3,2)

Free Balance = (Current Balance + Remat against lock in balance) –
 (Total Lock-in + Pledge setup Balance + Pledge Balance +
 Safekeep Balance + Earmark Balance + Pending Remat Confirmation)

Annual report flag values

- '1' to indicate physical REPORT
- '2' to indicate electronic
- '3' to indicate 'Both' (physical and electronic)

FILE FORMAT FOR RT21 REPORT

Report ID : RT21

Report Description : Dematerialization Requests Received By (RTA ID) (DRN wise) online RT21 report

Field Name	Field Type	Field Length
Demat RTA ID	Number	6
Demat DP ID	Number	6
Demat Request Number	Number	8
Quantity Type Code	Char	1
Quantity Type Description	char	40
Demat Requested Quantity	17	3
Accepted Quantity	17	3
Rejected qty	17	3
Lock-in Quantity	17	3
Lock-in Reason Code	Number	2
Lock-in Reason Description	Char	40
Number of Certificates	Number	5
Demat Request Status Code	Char	1
Demat Request Status Description	Number	40
ISIN	Char	12
ISIN Name	Char	20
SECURITY_TYPE	Number	2
Security Description	Char	40
DRN Setup Date (DD-MON-YYYY)	Char	11
DRN Received Date by RTA (DD-MON-YYYY)	Char	11
DRN Closed Date by RTA (DD-MON-YYYY)	Char	11
BO Account Number	Varchar	16
DRF No	Varchar	16
RTA Internal Reference Number	Varchar	16
Number of Days Pending	Number	6
Days Remaining to Confirm	Number	6
NAME First / Sole Holder Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142
BO Address Line 1	Varchar	55
BO Address Line 2	Varchar	55
BO Address Line 3	Varchar	55
BO Town/City	Varchar	25
BO State	Varchar	25
BO Country	Varchar	25
BO Pin Code	Varchar	10
BO POA Name	Varchar	142
DRN Rejection Sequence	Number	5
Rejected Quantity	Number	17,3
Rejection Code	Number	2

Rejection Reason	Varchar	100
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

DRN Rejection Sequence, Rejected Quantity, Rejection Code, Rejection Reason will be repeated if multiple rejection codes exist.

FILE FORMAT FOR RT50 REPORT**Report ID** : RT50**Report Description** : RTA-Rematerialisation Request Details

Field Description	Field Type	Field Length
RTA ID	Number	6
DP ID	Number	6
RRN	Number	8
BOID	Varchar	16
Quantity Type Code	Char	1
Quantity Type Description	Char	40
Setup Date (DD-MMM-YYYY)	Char	11
Setup Quantity	Number	17,3
Lock-In Quantity	Number	17,3
Lock-In Reason Code	Number	2
Lock-In Reason Description	Char	40
Received Date (DD-MMM-YYYY)	Char	11
Status Code	Char	1
Status Description	Char	40
ISIN	Char	12
ISIN Description	Char	20
Lot Type Code	Char	1
Lot Type Description	Char	40
Denomination	Number	11,3
Security Type Code	Number	2
Security Type Description	Char	40
No. Of Days Elapsed	Number	5
Confirmation Date (DD-MMM-YYYY)	Char	11
DP Internal Reference No.(RRF)	Varchar	16
RTA Internal Reference No.	Varchar	16
Days Remaining To Confirm	Number	5
Sole/First Holders Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142

Field Description	Field Type	Field Length
BO Address Line 1	Varchar	55
BO Address Line 2	Varchar	55
BO Address Line 3	Varchar	55
BO City/Town	Varchar	25
BO State	Varchar	25
BO Country	Varchar	25
BO Pin	Varchar	10
ECS Flag	Char	1
Dividend Bank ID (MICR)	Char	12
Dividend Branch ID	Char	12
Dividend Bank Name	Varchar	100
Dividend Bank Address Line 1	Varchar	30
Dividend Bank Address Line 2	Varchar	30
Dividend Bank Address Line 3	Varchar	30
Dividend Bank City/Town	Varchar	25
Dividend Bank State	Varchar	25
Dividend Bank Country	Varchar	25
Dividend Bank PIN	Varchar	10
Remat Remarks	Varchar	40
Total Accepted Quantity	Number	17,3
Total Rejected Quantity	Number	17,3
Accept reject Sequence number	Number	2
Accept reject status 'A'-Accepted 'R'-Rejected	Char	1
Accept Reject date	Date (DD-MON-YYYY)	11
Accept Reject Quantity	Number	17,3
Accept Reject Remark	Varchar	40
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

(*) Number of occurrence will depend on number of partial acceptance/rejection.

FILE FORMAT FOR RT82 REPORT (new)**Report ID** : RT82**Report Description** : RTA-Rematerialisation Request Details (Online RT50 details)

Field Description	Field Type	Field Length
Rta Id	Number	6
Dp Id	Number	6
Rrn	Number	8
Boid	Varchar	16
Quantity Type Code	Char	1
Quantity Type Description	Char	40
Setup Date (Dd-Mon-Yyyy)	Char	11
Setup Quantity	Number	17,3
Lock-In Quantity	Number	17,3
Lock-In Reason Code	Number	2
Lock-In Reason Description	Char	40
Received Date (Dd-Mon-Yyyy)	Char	11
Status Code	Char	1
Status Description	Char	20
Isin	Char	12
Isin Description	Char	20
Lot Type Code	Char	1
Lot Type Description	Char	20
Denomination	Number	11,3
Security Type Code	Number	2
Security Type Description	Char	40
No. Of Days Elapsed	Number	5
Confirmation Date (Dd-Mon-Yyyy)	Char	11
DP Internal Reference No.	Varchar	16
RTA Internal Reference No.	Varchar	16
Days Remaining To Confirm	Number	5
Sole/First Holders Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142

Field Description	Field Type	Field Length
Bo Address Line 1	Varchar	55
Bo Address Line 2	Varchar	55
Bo Address Line 3	Varchar	55
Bo City/Town	Varchar	25
Bo State	Varchar	25
Bo Country	Varchar	25
Bo Pin	Varchar	10
Ecs Flag	Char	1
Dividend Bank Id (Micr)	Char	12
Dividend Branch Id	Char	12
Dividend Bank Name	Varchar	100
Dividend Bank Address Line 1	Varchar	30
Dividend Bank Address Line 2	Varchar	30
Dividend Bank Address Line 3	Varchar	30
Dividend Bank City/Town	Varchar	25
Dividend Bank State	Varchar	25
Dividend Bank Country	Varchar	25
Dividend Bank Pin	Varchar	10
Remat Remarks	Varchar	40
Total Accepted Quantity	Number	17,3
Total Rejected Quantity	Number	17,3
Accept reject Sequence number	Number	2
Accept reject status 'A'-Accepted 'R'-Rejected	Char	1
Accept Reject date	Date(DD-MON-YYYY)	11
Accept Reject Quantity	Number	17,3
Accept Reject Remark	Varchar	40
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

(*)

(*) Number of occurrence will depend on number of partial acceptance / rejections.

Line number 00

Line count	Total number of lines with in report	NUMBER	4
Date	Business date	Char	11
Date and time	System date and time	Char	24

FILE FORMAT FOR RT83 REPORT

Report ID : RT83

Report Description : Dematerialization Requests Received By (RTA ID)
(DRN wise) online RT21 report

Field Name	Field Type	Field Length
Demat RTA ID	Number	6
Demat DP ID	Number	6
Demat Request Number	Number	8
Quantity Type Code	Char	1
Quantity Type Description	char	40
Demat Requested Quantity	17	3
Accepted Quantity	17	3
Rejected qty	17	3
Lock-in Quantity	17	3
Lock-in Reason Code	Number	2
Lock-in Reason Description	Char	40
Number of Certificates	Number	5
Demat Request Status Code	Char	1
Demat Request Status Description	Number	40
ISIN	Char	12
ISIN Name	Char	20
SECURITY_TYPE	Number	2
Security Description	Char	40
DRN Setup Date (DD-MON-YYYY)	Char	11
DRN Received Date by RTA (DD-MON-YYYY)	Char	11
DRN Closed Date by RTA (DD-MON-YYYY)	Char	11
BO Account Number	Varchar	16
DRF Number	Varchar	16
RTA Internal Reference Number	Varchar	16
Number of Days Pending	Number	6
Days Remaining to Confirm	Number	6
NAME First / Sole Holder Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142
BO Address Line 1	Varchar	55
BO Address Line 2	Varchar	55
BO Address Line 3	Varchar	55
BO Town/City	Varchar	25
BO State	Varchar	25
BO Country	Varchar	25
BO Pin Code	Varchar	10
BO POA Name	Varchar	142
DRN Rejection Sequence	Number	5
Rejected Quantity	Number	17,3
Rejection Code	Number	2

Rejection Reason	Varchar	100
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

DRN Rejection Sequence, Rejected Quantity, Rejection Code, Rejection Reason will be repeated if multiple rejection codes exist

Line number 00

Line count	Total number of lines with in report	NUMBER	2
Date	Business date	Char	11
Date and time	System date and time	Char	24

FILE FORMAT FOR RT99 REPORT

Report ID : **RT99**

Report Description : **BO Verification report for IPO**

Report Format

Field Description	Field Type	Field Length
BO ID	CHAR	16
DP ID	NUMBER	8
BO NAME	CHAR	164
1 ST JOINT HOLDER'S NAME	CHAR	164
2 ND JOINT HOLDER'S NAME	CHAR	164
FATHER / HUSBAND'S NAME OF SOLE / FIRST HOLDER	CHAR	164
NAME OF GUARDIAN OF SOLE / FIRST MINOR HOLDER	CHAR	164
OCCUPATION CODE OF SOLE / FIRST HOLDER	CHAR	4
DATE OF BIRTH OF SOLE / FIRST HOLDER	NUMBER	
PAN EXEMPTION CODE FOR SOLE / FIRST HOLDER	NUMBER	1
PAN OF SOLE / FIRST HOLDER	CHAR	25
PAN VERIFICATION CODE FOR SOLE / FIRST HOLDER	NUMBER	1
PAN EXEMPTION CODE FOR FIRST JOINT HOLDER	NUMBER	1
PAN OF FIRST JOINT HOLDER	CHAR	25
PAN VERIFICATION CODE OF FIRST JOINT HOLDER	NUMBER	1
PAN EXEMPTION CODE FOR SECOND JOINT HOLDER	NUMBER	1
PAN OF SECOND JOINT HOLDER	CHAR	25
PAN VERIFICATION CODE OF SECOND JOINT HOLDER	NUMBER	1
CORRESPONDENCE ADDRESS LINE 1	CHAR	55
CORRESPONDENCE ADDRESS LINE 2	CHAR	55
CORRESPONDENCE ADDRESS LINE 3	CHAR	55
CORRESPONDENCE ADDRESS CITY	CHAR	25
CORRESPONDENCE ADDRESS STATE	CHAR	25
CORRESPONDENCE ADDRESS ZIP	CHAR	10
CORRESPONDENCE ADDRESS COUNTRY	CHAR	25
CORRESPONDENCE ADDRESS TELEPHONE NUMBER 1	CHAR	17
CORRESPONDENCE ADDRESS TELEPHONE NUMBER 2	CHAR	17
CORRESPONDENCE ADDRESS FAX NUMBER	CHAR	17
PRIMARY EMAIL ID	CHAR	100

Field Description	Field Type	Field Length
PERMANENT ADDRESS LINE 1	CHAR	55
PERMANENT ADDRESS LINE 2	CHAR	55
PERMANENT ADDRESS LINE 3	CHAR	55
PERMANENT ADDRESS CITY	CHAR	25
PERMANENT ADDRESS STATE	CHAR	25
PERMANENT ADDRESS ZIP	CHAR	10
PERMANENT ADDRESS COUNTRY	CHAR	25
FILLER	CHAR	17
FILLER	CHAR	17
PERMANENT ADDRESS FAX NUMBER	CHAR	17
SECONDARY EMAIL ID	CHAR	100
BO CATEGORY	NUMBER	2
BO PRODUCT NUMBER	NUMBER	2
BO SUB STATUS	NUMBER	4
BO STATUS	NUMBER	2
BO ACCOUNT STATUS	NUMBER	2
ECS ON DIVIDEND BANK DETAILS	CHAR	1
DIVIDEND BANK CODE	CHAR	12
DIVIDEND BRANCH NUMBER	CHAR	12
DIVIDEND BANK NAME	CHAR	100
DIVIDEND BANK ADDRESS LINE 1	CHAR	30
DIVIDEND BANK ADDRESS LINE 2	CHAR	30
DIVIDEND BANK ADDRESS LINE 3	CHAR	30
DIVIDEND BANK ADDRESS CITY	CHAR	25
DIVIDEND BANK ADDRESS STATE	CHAR	25
DIVIDEND BANK ADDRESS ZIP	CHAR	10
DIVIDEND BANK ADDRESS COUNTRY	CHAR	25
DIVIDEND BANK ACCOUNT NUMBER	CHAR	20
DIVIDEND BANK ACCOUNT TYPE	NUMBER	5
FREEZE FLAG	NUMBER	1

NOTE : PERMANENT ADDRESS TELEPHONE NUMBER 2 not printed instead of that “~” printed. **If BO / BO ISIN / ISIN itself is frozen then FREEZE FLAG will contain anyone of the values mentioned below:**

1 – FROZEN FOR DEBIT

2 – FROZEN FOR CREDIT

3 – FROZEN FOR BOTH

Otherwise the freeze flag will carry value ‘0’ (Not Frozen)

FILE FORMAT FOR RTB9 REPORT

Report ID : RTB9

Report Description : BO Details For RTA

Header Record:

Field Description	Field Type	Field Length	Value
IDENTIFIER	CHAR	1	H
RTA ID	NUMBER	6	
TYPE OF DOWNLOAD	CHAR	1	I – Incremental F – Full H – History E - Last file of incremental files
BUSINESS DATE/ HISTORY FROM DATE	DATE	8	DDMMYYYY
SEQUENCE NUMBER	CHAR	3	For 'I' and 'E' :- 3 digit sequence number For 'F' :- 'EOD' For 'H' :- 'HST'
SYSTEM DATE AND TIME/HISTORY TO DATE	CHAR	14	DDMMYYYYHH24MIS S

Detailed Record:

Field Description	Field Type	Field Type
Transaction type	Number	3
BOID	CHARACTER	16
NAME	CHARACTER	100
MIDDLE NAME	CHARACTER	20
LAST/SEARCH NAME	CHARACTER	20
PAN/GIR	CHARACTER	25
NAME OF FIRST JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF FIRST JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF FIRST JOINT HOLDER	CHARACTER	20

Field Description	Field type	Field Length
PAN/GIR OF FIRST JOINT HOLDER	CHARACTER	25
NAME OF SECOND JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF SECOND JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF SECOND JOINT HOLDER	CHARACTER	20
PAN/GIR OF SECOND JOINT HOLDER	CHARACTER	25
ADDRESS LINE 1	CHARACTER	55
ADDRESS LINE 2	CHARACTER	55
ADDRESS LINE 3	CHARACTER	55
CITY	CHARACTER	25
STATE	CHARACTER	25
COUNTRY	CHARACTER	25
PIN CODE	CHARACTER	10
PERMANENT ADDRESS LINE 1	CHARACTER	55
PERMANENT ADDRESS LINE 2	CHARACTER	55
PERMANENT ADDRESS LINE 3	CHARACTER	55
CITY	CHARACTER	25
STATE	CHARACTER	25
COUNTRY	CHARACTER	25
PIN CODE	CHARACTER	10
POA COUNT VALUE	NUMBER	3
MASTER POA-ID	CHARACTER	16
TRANSACTION -ID	NUMBER	8
FIRST NAME OF THIRD JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF THIRD JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF THIRD JOINT HOLDER	CHARACTER	20
FIRST NAME OF FOURTH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF FOURTH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF FOURTH JOINT HOLDER	CHARACTER	20

FIRST NAME OF FIFTH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF FIFTH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF FIFTH JOINT HOLDER	CHARACTER	20
FIRST NAME OF SIXTH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF SIXTH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF SIXTH JOINT HOLDER	CHARACTER	20
FIRST NAME OF SEVENTH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF SEVENTH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF SEVENTH JOINT HOLDER	CHARACTER	20
FIRST NAME OF EIGHTH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF EIGHTH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF EIGHTH JOINT HOLDER	CHARACTER	20
FIRST NAME OF NINETH JOINT HOLDER	CHARACTER	100
MIDDLE NAME OF NINETH JOINT HOLDER	CHARACTER	20
LAST/SEARCH NAME OF NINETH JOINT HOLDER	CHARACTER	20

Summary Record: -

Description	Data Type	Length	Value
IDENTIFIER	CHAR	1	T
TOTAL NUMBER OF RECORDS	NUMBER	9	
BUSINESS DATE	DATE	8	(8) -DDMMYYYY
SYSTEM DATE AND TIME	CHAR	14	DDMMYYYYHH24MISS

Note: -

- 1) If POA is present Master POA id will be printed in consecutive order.
If the POA count value is 3, then the POA value will be printed as given below,
3~2302000000293356~2302000000293356~230200000029335

FILE NAMING CONVENTIONS:

Report Name	Header Record	Type of Download
44RTB9U.<DDMMYYYY(Business	H<RTAID(6)>I<DDMMYYYY(Business	I - Incremental

Date)>.001	Date)>001<ddmmyyyyHHMiSS(Generation Date & Time)>	
44RTB9U.<DDMMYYYY(Business Date)>.002	H<RTAID(6)>I<DDMMYYYY(Business Date)>002<ddmmyyyyHHMiSS(Generation Date & Time)>	I - Incremental
44RTB9U.<DDMMYYYY(Business Date)>.003	H<RTAID(6)>E<DDMMYYYY(Business Date)>003<ddmmyyyyHHMiSS(Generation Date & Time)>	E - Last file of incremental files
44RTB9U.<DDMMYYYY(Business Date)>.EOD	H<RTAID(6)>F<DDMMYYYY(Business Date)>EOD<ddmmyyyyHHMiSS(Generation Date & Time)>	F – Full
44RTB9U.<DDMMYYYY(Business Date)>.HST.<EVENT ID>	H<RTAID(6)>H<DDMMYYYY(From Date)>HST<DDMMYYYY(To Date)>000000	H – History

FILE FORMAT FOR RTP1 REPORT

File Name

:

- 40RTP1UX<CA seq numb>.<previous business date ddmmyyyy> --CA Holding report
- 40RTP1UX<ISIN>.<previous business date ddmmyyyy> -- RT02 ISIN request
- 40RTP1UX.<previous business date ddmmyyyy>. -- Monthly/Weekly /RTA request report
- 40RTP1UX.00000000. <previous business date ddmmyyyy>.0 – In case RT02 doesn't contain any data.
- Report is tilde separated

Detailed Record

Description	Data type	Length
PLEDGOR BO ID	CHARACTER	16
PLEDGOR BO First holder Name	CHARACTER	140
PLEDGOR BO 2nd holder Name	CHARACTER	140
PLEDGOR BO 3rd holder Name	CHARACTER	140
PLEDGOR BO PAN of 1ST HOLDER	CHARACTER	10
PLEDGOR BO PAN OF 2ND HOLDER	CHARACTER	10
PLEDGOR BO PAN OF 3RD HOLDER	CHARACTER	10
PLEDGOR BO UID of 1ST HOLDER	CHARACTER	12
PLEDGOR BO UID OF 2ND HOLDER	CHARACTER	12
PLEDGOR BO UID OF 3RD HOLDER	CHARACTER	12
PLEDGOR DPID	NUMBER	6
PLEDGOR DP NAME	CHARACTER	100
PLEDGOR ADDRESS LINE 1	CHARACTER	55
PLEDGOR ADDRESS LINE 2	CHARACTER	55
PLEDGOR ADDRESS LINE 3	CHARACTER	55
PLEDGOR CITY	CHARACTER	25
PLEDGOR STATE	CHARACTER	25
PLEDGOR COUNTRY	CHARACTER	25
PLEDGOR PIN CODE	CHARACTER	10
PSN No	NUMBER	8
ISIN / ICIN	CHARACTER	12
QUANTITY(FREE/LOCK-IN) FLAG	CHARACTER	1
PLEDGED QUANTITY	NUMBER	(16, 3)
LOCK IN ID	CHARACTER	16
LOCK IN REASON CODE	NUMBER	2
LOCK IN EXPIRY DATE	DATE	8
PLEDGEE BO ID	CHARACTER	16
PLEDGEE BO First holder Name	CHARACTER	140
PLEDGEE BO 2nd holder Name	CHARACTER	140
PLEDGEE BO 3rd holder Name	CHARACTER	140

Description	Data type	Length
PLEDGEE BO PAN of 1ST HOLDER	CHARACTER	10
PLEDGEE BO PAN OF 2ND HOLDER	CHARACTER	10
PLEDGEE BO PAN OF 3RD HOLDER	CHARACTER	10
PLEDGEE BO UID of 1ST HOLDER	CHARACTER	12
PLEDGEE BO UID OF 2ND HOLDER	CHARACTER	12
PLEDGEE BO UID OF 3RD HOLDER	CHARACTER	12
PLEDGEE ADDRESS LINE 1	CHARACTER	55
PLEDGEE ADDRESS LINE 2	CHARACTER	55
PLEDGEE ADDRESS LINE 3	CHARACTER	55
PLEDGEE CITY	CHARACTER	25
PLEDGEE STATE	CHARACTER	25
PLEDGEE COUNTRY	CHARACTER	25
PLEDGEE PIN CODE	CHARACTER	10
PLEDGEE DPID	NUMBER	6
PLEDGEE DP NAME	CHARACTER	100
PLEDGEE DIVIDEND BANK NAME	CHARACTER	100
PLEDGEE DIVIDEND BANK ADDRESS-1	CHARACTER	30
PLEDGEE DIVIDEND BANK ADDRESS-2	CHARACTER	30
PLEDGEE DIVIDEND BANK ADDRESS-3	CHARACTER	30
PLEDGEE DIVIDEND BANK CITY	CHARACTER	25
PLEDGEE DIVIDEND BANK STATE	CHARACTER	25
PLEDGEE DIVIDEND BANK COUNTRY	CHARACTER	25
PLEDGEE DIVIDEND BANK PINCODE	CHARACTER	10
PLEDGEE DIVIDEND BANK ECS FLAG	CHARACTER	1
PLEDGEE DIVIDEND BANK MICR	CHARACTER	1
PLEDGEE DIVIDEND BANK IFSC	CHARACTER	12
PLEDGEE DIVIDEND BANK ACCOUNT NO	CHARACTER	12
PLEDGEE DIVIDEND BANK ACCOUNT TYPE	NUMBER	5
PLEDGOR BO FOURTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF FOURTH HOLDER	CHAR	10
PLEDGOR BO UID OF FOURTH HOLDER	CHAR	15
PLEDGOR BO FIFTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF FIFTH HOLDER	CHAR	10
PLEDGOR BO UID OF FIFTH HOLDER	CHAR	15
PLEDGOR BO SIXTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF SIXTH HOLDER	CHAR	10
PLEDGOR BO UID OF SIXTH HOLDER	CHAR	15
PLEDGOR BO SEVENTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF SEVENTH HOLDER	CHAR	10
PLEDGOR BO UID OF SEVENTH HOLDER	CHAR	15
PLEDGOR BO EIGHTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF EIGHTH HOLDER	CHAR	10
PLEDGOR BO UID OF EIGHTH HOLDER	CHAR	15

PLEDGOR BO NINETH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF NINETH HOLDER	CHAR	10
PLEDGOR BO UID OF NINETH HOLDER	CHAR	15
PLEDGOR BO TENTH HOLDER'S NAME	CHAR	164
PLEDGOR BO PAN OF TENTH HOLDER	CHAR	10
PLEDGOR BO UID OF TENTH HOLDER	CHAR	15
PLEDGEE BO FOURTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF FOURTH HOLDER	CHAR	10
PLEDGEE BO UID OF FOURTH HOLDER	CHAR	15
PLEDGEE BO FIFTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF FIFTH HOLDER	CHAR	10
PLEDGEE BO UID OF FIFTH HOLDER	CHAR	15
PLEDGEE BO SIXTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF SIXTH HOLDER	CHAR	10
PLEDGEE BO UID OF SIXTH HOLDER	CHAR	15
PLEDGEE BO SEVENTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF SEVENTH HOLDER	CHAR	10
PLEDGEE BO UID OF SEVENTH HOLDER	CHAR	15
PLEDGEE BO EIGHTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF EIGHTH HOLDER	CHAR	10
PLEDGEE BO UID OF EIGHTH HOLDER	CHAR	15
PLEDGEE BO NINETH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF NINETH HOLDER	CHAR	10
PLEDGEE BO UID OF NINETH HOLDER	CHAR	15
PLEDGEE BO TENTH HOLDER'S NAME	CHAR	164
PLEDGEE BO PAN OF TENTH HOLDER	CHAR	10
PLEDGEE BO UID OF TENTH HOLDER	CHAR	15

FILE FORMAT FOR RTS1 REPORT

Report ID : RTS1

Report Description : Destat Mutual Fund Requests Received By (RTA ID) (DRN wise)

Module : DEMAT

Field Name	Field Type	Field Length
Destat RTA ID	Number	6
Destat DP ID	Number	6
Destat Request Number	Number	8
ALL Quantity Flag	Char	1
ALL Quantity Flag Description	Varchar	40
Destat Requested Quantity	Number	16,3
Accepted Quantity	Number	16,3
Rejected Quantity	Number	16,3
Quantity Type Code	Char	1
Quantity Type Description	Varchar	40
Lock-in Reason Code	Number	2
Lock-in Reason Description	Varchar	40
Destat Amount	Number	16,3
Number of Pages	Number	5
Destat Status	Char	1
Destat Status Description	Varchar	40
ISIN	Char	12
ISIN Name	Varchar	20
Destat Setup Date (DD-MON-YYYY)	Char	11
Destat DP Verifiy Date (DD-MON-YYYY)	Char	11
Destat Closed Date (DD-MON-YYYY)	Char	11
BO Account Number	Varchar	16
DRF Number	Varchar	16
Folio Number	Varchar	16
DP Internal Reference Number	Varchar	16
RTA Internal Reference Number	Varchar	16
MFDTLSD0.Number of Days Pending	Number	6
Days Remaining to Confirm	Number	6
First / Sole Holder Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142
BO Address Line 1	Varchar	55
BO Address Line 2	Varchar	55
BO Address Line 3	Varchar	55
BO Town/City	Varchar	25
BO State	Varchar	25
BO Country	Varchar	25
BO Pin Code	Varchar	10
DRN Rejection Sequence	Number	5
Rejected Quantity	Number	16,3

Rejection Code	Number	2
Rejection Reason	Varchar	100
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

FILE FORMAT FOR RTS2 REPORT

Report ID : RTS2

Report Description : Destat Mutual Fund Requests Received By (RTA ID) (DRN wise) - Online RTS1 report

Module : DEMAT

Field Description	Field Type	Field Length
Destat RTA ID	Number	6
Destat DP ID	Number	6
Destat Request Number	Number	8
ALL Quantity Flag	Char	1
ALL Quantity Flag Description	Varchar	40
Destat Requested Quantity	Number	16,3
Accepted Quantity	Number	16,3
Rejected Quantity	Number	16,3
Quantity Type Code	Char	1
Quantity Type Description	Varchar	40
Lock-in Reason Code	Number	2
Lock-in Reason Description	Varchar	40
Destat Amount	Number	16,3
Number of Pages	Number	5
Destat Status	Char	1
Destat Status Description	Varchar	40
ISIN	Char	12
ISIN Name	Varchar	20
Destat Setup Date (DD-MON-YYYY)	Char	11
Destat DP Verifiy Date (DD-MON-YYYY)	Char	11
Destat Closed Date (DD-MON-YYYY)	Char	11
BO Account Number	Varchar	16
DRF Number	Varchar	16
Folio Number	Varchar	16
DP Internal Reference Number	Varchar	16
RTA Internal Reference Number	Varchar	16
MFDTLSD0.Number of Days Pending	Number	6
Days Remaining to Confirm	Number	6
First / Sole Holder Name	Varchar	142
First Joint Holders Name	Varchar	142
Second Joint Holders Name	Varchar	142
BO Address Line 1	Varchar	55
BO Address Line 2	Varchar	55
BO Address Line 3	Varchar	55
BO Town/City	Varchar	25
BO State	Varchar	25
BO Country	Varchar	25
BO Pin Code	Varchar	10
DRN Rejection Sequence	Number	5
Rejected Quantity	Number	16,3
Rejection Code	Number	2

Rejection Reason	Varchar	100
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

Line number 00

Total number of lines with in report	NUMBER	6
Business date	Char	11
System date and time	char	24

Sr. No.	Field Description	Data Type	Length	Remarks
1	AMC Code	Varchar	3	• AMC & RTA wise Unique AMC Code • As provided by the RTAs
2	DP Unique Reference Number	Varchar	20	Redemption Request Number [RRN]
3	Investor DP ID	Varchar	8	
4	Investor Client ID	Varchar	16	
5	Investor Name	Varchar	150	
6	ISIN Code	Varchar	12	
7	Setup Date & Time	DateTime	12	MMDDYYYYHHMI
8	Trade Type (Full or Partial redemption)	Varchar	4	• F- Full Redemption [i.e. if "ALL" option is used] • P-Partial Redemption [When Partial or Entire Quantity is entered] • M- Money [If Redemption requested using Amount option]
9	Number of Units embedded with "."	Varchar	19	15,3
10	Amount embedded with "."	Varchar	19	15,3
11	Redemption Type	Varchar	1	Value will be populated as "R"
12	1 st Holder PAN	Varchar	10	
13	1 st Joint Holder Name	Varchar	150	
14	1 st Joint Holder PAN	Varchar	10	
15	2 nd Joint Holder Name	Varchar	150	
16	2 nd Joint Holder PAN	Varchar	10	
17	Address Line 1	Varchar	55	
18	Address Line 2	Varchar	55	
19	Address Line 3	Varchar	55	
20	City	Varchar	40	
21	PIN Code	Varchar	15	
22	State	Varchar	40	
23	Country	Varchar	40	
24	Bank Name	Varchar	100	Bank Name with Branch Name
25	Bank Account Number	Varchar	30	
26	Bank Account Type	Varchar	4	
27	Bank Address Line 1	Varchar	40	
28	Bank Address Line 2	Varchar	40	
29	Bank Address Line 3	Varchar	40	
30	Bank City	Varchar	40	
31	Bank PIN Code	Varchar	15	
32	Bank State	Varchar	40	
33	9 Digit MICR Number	Varchar	9	9 Digit MICR Number or Null
34	IFS Code	Varchar	15	Will be provided if available
35	Payment Mode	Varchar	1	NULL

Sr. No.	Field Description	Data Type	Length	Remarks
36	User Code	Varchar	10	Value will be populated as "CDSL"
37	Fourth Holder's Name	CHAR	164	
38	PAN of Fourth holder	CHAR	10	
39	Fifth Holder's Name	CHAR	164	
40	PAN of Fifth holder	CHAR	10	
41	Sixth Holder's Name	CHAR	164	
42	PAN of Sixth holder	CHAR	10	
43	Seventh Holder's Name	CHAR	164	
44	PAN of Seventh holder	CHAR	10	
45	Eighth Holder's Name	CHAR	164	
46	PAN of Eighth holder	CHAR	10	
47	Nineth Holder's Name	CHAR	164	
48	PAN of Nineth holder	CHAR	10	
49	Tenth Holder's Name	CHAR	164	
50	PAN of Tenth holder	CHAR	10	

Note:	
1	Said report will be generated ONE TIME per day i.e. at 1500 hrs except Saturday, Sunday & Holiday. [Holiday Master will be provided by RTA]. Any redemption request setup after 1500 hrs will be reported in the subsequent report.
2	"# " will be used as a Field Separator
3	The File Naming Convention for RTS4 report is "15RTS4U. <DDMMYYYY (Business Date)"

Sr. No.	Field Description	Field Type	Field Length
1	AMC Code	VARCHAR	6
2	Transaction Type	VARCHAR	4
3	Source DP ID	VARCHAR	8
4	Source DP Name	VARCHAR	140
5	Source Client ID	VARCHAR	16
6	Source CM ID	VARCHAR	8
7	Source Account Type	VARCHAR	4
8	Source Account Sub-Type	VARCHAR	4
9	Source Client Name (First Holder)	VARCHAR	150
10	Source PAN (First holder)	VARCHAR	30
11	Source Client Name (Second Holder)	VARCHAR	150
12	Source PAN (Second Holder)	VARCHAR	30
13	Source Client Name (Third Holder)	VARCHAR	150
14	Source PAN (Third Holder)	VARCHAR	30
15	Address Line 1	VARCHAR	55
16	Address Line 2	VARCHAR	55
17	Address Line 3	VARCHAR	55
18	Address Line 4 - City	VARCHAR	36
19	Source Pin code	VARCHAR	15
20	Source Bank Account Number	VARCHAR	30
21	Source Bank Account Type	VARCHAR	4
22	Source Bank Name	VARCHAR	100
23	Source Bank Address 1	VARCHAR	36
24	Source Bank Address 2	VARCHAR	36
25	Source Bank Address 3	VARCHAR	36
26	Source Bank Address 4 - City	VARCHAR	36
27	Source Bank Pin Code	VARCHAR	15
28	9 Digit MICR Number	VARCHAR	9
29	ISIN	VARCHAR	12
30	Security Name	VARCHAR	36
31	Market Type	NUMBER	4
32	Settlement Number	NUMBER	7
33	Exchange ID	NUMBER	2
34	Trade date	DateTime	10
35	Execution Date	DateTime	10
36	Quantity	NUMBER	19
37	Target DP ID	VARCHAR	8
38	Target DP Name	VARCHAR	140
39	Target Client ID	VARCHAR	16
40	Target Account Type	VARCHAR	5
41	Target Account Sub-Type	VARCHAR	5
42	Target Client Name (First Holder)	VARCHAR	150
43	Target PAN (First holder)	VARCHAR	30
44	Target Client Name (Second Holder)	VARCHAR	150
45	Target PAN (Second Holder)	VARCHAR	30
46	Target Client Name (Third Holder)	VARCHAR	150
47	Target PAN (Third Holder)	VARCHAR	30
48	Target Address L1	VARCHAR	55
49	Target Address L2	VARCHAR	55

Sr. No.	Field Description	Field Type	Field Length
50	Target Address L3	VARCHAR	55
51	Target Address L4 City	VARCHAR	36
52	Target Pin code	VARCHAR	15
53	Target Bank Account Number	VARCHAR	30
54	Target Bank Account Type	VARCHAR	5
55	Target Bank Name	VARCHAR	100
56	Target Bank Address 1	VARCHAR	36
57	Target Bank Address 2	VARCHAR	36
58	Target Bank Address 3	VARCHAR	36
59	Target Bank Address 4 City	VARCHAR	36
60	Target Bank Pin Code	VARCHAR	15
61	Target Bank MICR	VARCHAR	9
62	Guardian Name (Source)	VARCHAR	150
63	Minor Date of Birth (Source)	DateTime	10
64	Guardian Name (Target)	VARCHAR	150
65	Minor Date of Birth (Target)	DateTime	10
66	Transaction ID 1. For CDSL buy transaction It will be NSDL sender ref number 2. For CDSL Sell transaction it will be CDSL ref Number 3. For Offmarket/Onmarket It will be Trading Id(cmntxnlogd0)+Transaction date 4. For Other transactions it will be txn_id(cmntxnlogd0)+Transaction Date	VARCHAR	16
67	Source Client FOURTH HOLDER'S NAME	VARCHAR	164
68	Source Client PAN OF FOURTH HOLDER	VARCHAR	10
69	Source Client FIFTH HOLDER'S NAME	VARCHAR	164
70	Source Client PAN OF FIFTH HOLDER	VARCHAR	10
71	Source Client SIXTH HOLDER'S NAME	VARCHAR	164
72	Source Client PAN OF SIXTH HOLDER	VARCHAR	10
73	Source Client SEVENTH HOLDER'S NAME	VARCHAR	164
74	Source Client PAN OF SEVENTH HOLDER	VARCHAR	10
75	Source Client EIGHTH HOLDER'S NAME	VARCHAR	164
76	Source Client PAN OF EIGHTH HOLDER	VARCHAR	10
77	Source Client NINETH HOLDER'S NAME	VARCHAR	164
78	Source Client PAN OF NINETH HOLDER	VARCHAR	10
79	Source Client TENTH HOLDER'S NAME	VARCHAR	164
80	Source Client PAN OF TENTH HOLDER	VARCHAR	10
81	Target Client FOURTH HOLDER'S NAME	VARCHAR	164
82	Target Client PAN OF FOURTH HOLDER	VARCHAR	10
83	Target Client FIFTH HOLDER'S NAME	VARCHAR	164
84	Target Client PAN OF FIFTH HOLDER	VARCHAR	10
85	Target Client SIXTH HOLDER'S NAME	VARCHAR	164

Sr. No.	Field Description	Field Type	Field Length
86	Target Client PAN OF SIXTH HOLDER	VARCHAR	10
87	Target Client SEVENTH HOLDER'S NAME	VARCHAR	164
88	Target Client PAN OF SEVENTH HOLDER	VARCHAR	10
89	Target Client EIGHTH HOLDER'S NAME	VARCHAR	164
90	Target Client PAN OF EIGHTH HOLDER	VARCHAR	10
91	Target Client NINETH HOLDER'S NAME	VARCHAR	164
92	Target Client PAN OF NINETH HOLDER	VARCHAR	10
93	Target Client TENTH HOLDER'S NAME	VARCHAR	164
94	Target Client PAN OF TENTH HOLDER	VARCHAR	10

NOTE:

1. "#|" will be used as a Field Separator
2. All date formats are in MM/DD/YYYY format
3. In case of inter-depository transfers, Target Details except Client ID, DPID / CMBP-ID will not be provided.
4. Information will be incremental at regular intervals and as of EOD day with last incremental as well as EOD full dump.
5. The value in second field "**Transaction type**" which was printing as Offmarket or Onmarket transaction will be used to print the transaction types as below:

Transaction Type	Description
2	Off-market/ on-market Transaction within same DP
3	On-market/off-market Transaction across DP
5	Inter Depository
11	Confiscation
14	BSE Pay-out
16	NSE Pay-out
17WD	One to Many Transmission (Within Depository)
17OD	One to Many Transmission (Other Depository)
18TR	Transmission
18AT	Account Transfer
28	BSE Payout [2nd Stage]

Report Documentation

Report ID : RT25

Report Description : Report for BO verification.

Fields for ISIN Details

FIELD DESCRIPTION	FIELD TYPE	FIELD LENGTH
ISIN	CHAR	12
ISIN SHORT DESCRIPTION	CHAR	20

FIELD DESCRIPTION	FIELD TYPE	FIELD LENGTH
BO ID	CHAR	16
BO CATEGORY	NUMBER	2
BO TYPE	NUMBER	2
BO ACCOUNT STATUS	NUMBER	2
BO SUB TYPE	NUMBER	4
FIRST HOLDER'S NAME	CHAR	142
SECOND HOLDER'S NAME	CHAR	142
THIRD HOLDER'S NAME	CHAR	142
FREEZE FLAG	NUMBER	1
Fourth Holder's Name	CHAR	164
Fifth Holder's Name	CHAR	164
Sixth Holder's Name	CHAR	164
Seventh Holder's Name	CHAR	164
Eighth Holder's Name	CHAR	164
Nineth Holder's Name	CHAR	164
Tenth Holder's Name	CHAR	164

Fields for Summary Records

Field Description	Field Type	Field Length
TOTAL NUMBER OF BO s in the file	NUMBER	9
Number Of Existing BO s	NUMBER	9
Number Of Non-existing BO s	NUMBER	9

If BO is frozen or BO ISIN is frozen or ISIN itself is frozen then Freeze flag will be populated with any of the values mentioned below:

- 1 – Frozen for Debit***
- 2 – Frozen for Credit***
- 3 – Frozen for Both***

Otherwise the freeze flag will carry value '0' (Not Frozen)

CIRCULAR**SEBI/HO/OIAE/OIAE_IAD-3/P/ON/2025/01650****January 10, 2025****To,**

- 1. Asset Management Companies (AMCs) of Mutual Funds (MFs) and their Registrars to an issue and share Transfer Agents (RTAs)**
- 2. Association of Mutual Funds in India (AMFI)**
- 3. Recognized Depositories**
- 4. Registered Depository Participants**

Dear Sir / Madam,

Sub: Revise and Revamp Nomination Facilities in the Indian Securities Market

1. In order to revise and revamp the norms for nomination for demat accounts and mutual fund (MF) folios and to prevent the generation of unclaimed assets in the Indian securities market, SEBI came out with a consultation paper in February, 2024, seeking comments from the public on various aspects of nomination. Pursuant to the approval of the Board for amending the respective regulations¹, the existing nomination facilities in the Indian securities market, to the extent of aforesaid, are being revised.
2. This circular covers various aspects of nomination, grouped under two sections – i.e. Section A and B, to be complied by the entities addressed in this circular, hereinafter collectively referred to as **Regulated entities**, as follows;

Section A: Reiteration of existing norms to ensure a uniform approach across Securities Market.**2.1. Rule of survivorship**

- 2.1.1. In case of joint accounts / holdings, upon demise of one or more joint holder(s), the regulated entity shall transmit the assets held to the surviving holder(s) vide name deletion
- 2.1.2. The surviving member(s) shall receive the assets as owner(s) and not as a trustee.
- 2.1.3. Surviving joint holders shall be entitled to continue with, or change or cancel the nominations made previously.
- 2.1.4. The mode of operation (of the joint account), namely that of the first named holder OR anyone or survivor OR either or survivor basis OR joint, etc. shall be unaffected by the rule of survivorship.
- 2.1.5. The norms applicable for operation of the account / folio shall be mutatis mutandis applicable for nomination.

¹ Amendments to [SEBI \(Depositories and Participants\) Regulations, 2018](#) and [SEBI \(Mutual Funds\) Regulations, 1996](#)

2.2. Simultaneous passing away of joint holders

- 2.2.1. In case of joint accounts when all joint holders simultaneously pass away, the regulated entity shall transmit the assets in the account / folio to the registered nominee(s) for effecting its due discharge.
- 2.2.2. In absence of nomination, the regulated entity shall transmit the assets in the account / folio to either;
- the legal heir(s) or legal representative(s) of the youngest of the joint holders² as per the rules of intestate succession or
 - as per the Will of the latter, as the case may be, after following the prescribed procedure³.
- 2.3. In case of accounts / folio held by Hindu Undivided Family (**HUF**), upon the death of the Karta as recorded, the new Karta as constituted under applicable law, would be entitled to operate such an account/folio. In the absence of new Karta, the regulated entity shall effect transmission of account / folio as per dissolution deed and other criteria defined by the respective SRO / industry body in consultation with the SEBI.
- 2.4. The nominees(s) shall receive the assets of deceased sole account / sole holder(s) as trustee on behalf of legal heir(s) of deceased holder(s) thereby effecting due discharge of concerned regulated entity.
- 2.5. Legal heir(s) of nominee shall not be eligible to inherit the assets of the investor, if the nominee predeceases the investor.
- 2.6. Upon demise of one of the nominees prior to the demise of the investor and if no change is made in the nomination, then the assets shall be distributed to the surviving nominees on pro rata basis upon demise of the investor, as illustrated in Nomination Form in **Annexure A**.
- 2.7. In case of any subsisting credit facilities secured by a duly created pledge, the regulated entity shall obtain due discharge from the creditors prior to transmission of assets to the nominee(s) or legal heir/s / legal representative/s, as the case may be.
- 2.8. Nomination shall be mandatory for single holding only. The requirement of nomination shall be optional for jointly held accounts / folios.⁴
- 2.9. Guardrails for integrity / authenticity / verifiability of nomination:

² Based on the commorientes rule, which is also reflected in section 21 of the Hindu Succession Act: Presumption in cases of simultaneous deaths. —Where two persons have died in circumstances rendering it uncertain whether either of them, and if so which, survived the other then, for all purposes affecting succession to property, it shall be presumed, until the contrary is proved, that the younger survived the elder.

³ SEBI Circular No. [SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/65](#) titled, "Simplification of procedure and standardization of formats of documents for transmission of securities" dated May 18, 2022 and AMFI Circular Ref. No. [135/BP/110/2023-24](#) titled, 'AMFI Best Practices Guidelines: Updated Guidelines on Transmission of Units' dated January 31, 2024.

⁴ As already provided in IMD Circular Ref. No. [SEBI/HO/IMD/IMD-PoD-1/P/CIR/2024/29](#) titled, "Nomination for Mutual Fund Unit Holders – exemption for jointly held folios" dated April 30, 2024 and MIRSD Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) titled, "(a) Ease of Doing Investments- Non-submission of 'Choice of Nomination', (b) Only 3 fields to be provided mandatorily for updating Nomination Details" dated June 10, 2024.

- 2.10. The regulated entities shall provide option to the investor to submit nomination form either online or through physical / offline mode with the following guardrails;
- 2.10.1. Online nomination: the regulated entities shall validate the nomination through:
- a) digital signature certificate or
 - b) aadhaar based e-sign or by using any other e-sign facility recognized under Information Technology Act, 2000; or
 - c) two factor authentication (2FA) in which one of the factors shall be a One-Time Password sent to the registered mobile number and email address of the investor.
- 2.10.2. Physical / offline nomination: The regulated entity shall verify the signature(s) as per the mode of holding, while registering or changing nomination. Where an investor affixes his/her thumb impression on the nomination form, then the same shall be witnessed by two persons and details of such witnesses shall be duly captured in the nomination form. However, there shall be no such requirement of witnesses in case of nomination forms carrying wet / digital / e-sign signature of the investor⁵.
- 2.11. Regulated entities shall provide acknowledgement to the investor for each and every instance, irrespective of the mode of nomination. They shall maintain physical or electronic records, as the case may be, of the nomination, its acknowledgement etc. for a period of eight years after transmission of the folio/ account.
- 2.12. Regulated entities shall not place any restrictions on the number of instances an investor can make, change or cancel his/her nomination.
- 2.13. Regulated entities shall provide in their periodic statement of holding, either the
- a) name(s) of the nominee(s) or
 - b) whether or not nomination has been made by the investor – Y/N
- The aforesaid shall be as per the choice of the investor.
- 2.14. In case the investor specifies multiple nominees, then he / she shall also specify the percentage share for each nominee. In absence of such specification, the regulated entity shall apportionment the assets equally among all the nominees. In case of demise of the investor and any one of the nominees, the regulated entities shall distribute the assets pro rata to the remaining nominees, as per paragraph 2.6 above.

⁵As already provided in the Master Circular for Depositories Ref. No. [SEBI/HO/MRD/MRD-PoD-2/P/CIR/2023/166](https://sebi.gov.in/sebi_data/sectors/circulars-and-notifications/circulars/2023/23-06-2023/SEBI/HO/MRD/MRD-PoD-2/P/CIR/2023/166) dated October 06, 2023.

- 2.15. Investor/s shall have the option to specify guardian/s when nominee/s is / are minor/s.
- 2.16. Completion or updating of KYC of the nominee/s during the lifetime of the investors shall be optional.
- 2.17. In absence of nomination, the regulated entity shall transmit the assets in the account / folio to either the legal heir(s) or legal representative(s) of the holders as per the rules of intestate succession or as per the Will of the latter, as the case may be, after following the prescribed procedure⁶.

3. Section B: Revamped Norms

3.1. Personal Identifiers of nominee(s)

3.1.1. Investors shall mandatorily provide the following;

- a) any one of the following personal identifiers of the nominee – PAN or Driving Licence number or last 4 digits of Aadhaar (only the document number is required to be provided; not the document)
- b) full contact details of nominee(s) such residential address, e-mail address, telephone / mobile number⁷
- c) relationship of nominee(s) with the investor
- d) Date of birth of nominee(s) (if nominee is a minor)

3.2. Investors can nominate up to 10 persons in the account / folio.

3.3. Power of Attorney (POA) Holder(s) of the investor cannot nominate.

3.4. Upon transmission of joint account / folio, the nominees shall have the option to either continue as joint holders with the other nominees or open separate single account / folio for their respective portion.

3.5. Nominee to act on behalf of incapacitated investors

3.5.1. The regulated entity shall provide the investors having single holding / account / folio, the option to;

- a) empower, any one of the nominees (excluding minor nominee) to operate the investor's account / folio, if the investor is physical incapacitated, but still has the capacity to contract,
- b) specify either the percentage or absolute value of assets in the account/ folio that can be encashed by such nominee,
- c) change such mandate any number of times without any restriction.

⁶ Ibid 2

⁷ This serves to aid contact-ability and identification of the nominee/s upon death of the investor and is not to be construed as requiring KYC of the nominees.

3.6. Direction to AMCs / their RTAs and DP:

3.6.1. The broad guidelines to be followed for operation of accounts in case of an incapacitated investor are, as follows:

- a) Upon receipt of intimation on behalf of such investor, a responsible officer of the regulated entity shall visit the incapacitated investor in-person. The aforesaid request shall be accompanied with medical certificate indicating the reason for inability to affix signature by the investor and its tenure.
- b) This officer shall first hand ascertain that the investor has the capacity to contract (i.e. to exclude investors in ventilator, coma or unconscious)
- c) Depending on the nature and degree of incapacitation, this officer shall obtain a thumb or toe impression or 'a mark'⁸, as the case may be, on the written request for transacting in the account / folio of the incapacitated investor, in the presence of an independent witness.
- d) This officer shall record his/her name, signature and suitable remarks to the effect that "Thumb impression / toe impression / mark affixed in my presence" on the written request of the client.
- e) Any encashment by such nominee shall be credited only to the bank account linked to the account / folio of the investor
- f) Shall not allow any service request, including change in bank account, email address, mobile number etc. by such nominee.

3.6.2. In order to have uniformity in dealing with incapacitate investors and those with special needs or sick or old investors in the securities market, the Depositories and AMFI shall put in place common Standard Operating Procedure (SOP). This SOP⁹ shall, inter-alia, have adequate guardrails and shall be made available on their websites as well as that of their constituents.

3.6.3. Notwithstanding the foregoing, Power of Attorney holder can continue to transact in the account / folios of an investor, subject to the applicable norms.

3.7. Transmission to nominee(s):

3.7.1. For transmission of assets to the registered nominee(s), the regulated entity shall require only the following:

- (a) Self-attested copy of Death Certificate of the deceased investor,
- (b) due completion, updating or reaffirming of the KYC of nominee/s,

⁸ The Hon'ble Supreme Court has held in AIR 1950 Supreme Court, 265, that there must be physical contact between the person who is to sign and the signature can be by means of a mark. This mark can be placed by the person in any manner. It could be the toe impression, as suggested. It can be by means of mark which anybody can put on behalf of the person who has to sign, the mark being put by an instrument which has had a physical contact with the person who has to sign.

⁹ The SOP can also have additional norms, illustratively for transmission of assets of HUF as per dissolution deed, micro procedure for alternate method when electronic acknowledgement fails, transfer from nominee to legal heir, bank mandate form in transmission etc.

- (c) due discharge from the creditors if there are subsisting credit facilities secured by a duly created pledge (as mentioned in paragraph number 2.7),
- (d) Regulated entities shall not seek any other documentation including affidavits, indemnities, undertakings, attestations or notarizations from the nominee(s),
- (e) No claims in respect of such transmission shall subsist against regulated entities and any claim or contestation shall be only amongst the nominee(s) and the claimants without reference to regulated entities.

3.7.2. Transfer to Legal heir(s) / representatives from nominee(s):

4.7.2.1 Regulated entities shall facilitate / extend co-operation to transfer assets from the nominee(s) to the legal heir(s) of an investor, as and when approached by either party. In this regard, the regulated entity shall obtain suitable declaration from the nominee(s) while effecting transmission, as follows;

- (a) I / We are receiving the assets of the deceased's demat account / MF folio as a trustee to his / her legal heir(s).
- (b) I / We shall extend all co-operation in transferring such assets to the legal heir(s) either suo moto or when approached by the latter.
- (c) The regulated entity legally and validly discharged upon transmission of assets to the nominee(s). In case I / We fail to discharge my / our liability, or if there is any dispute between me / us and the legal heir(s) of the deceased, then the regulated entity, shall not be party to such disputes.

4.7.2.2 The regulated entity shall be fully discharged from its liabilities upon transmission of assets to the nominee(s).

3.8. In case of joint holdings, the regulated entity shall not seek any documentation including related to KYC, indemnities or undertakings from the surviving joint holder, except copy of the Death Certificate of the deceased.

3.9. In accounts / folios with multiple nominees, where some portion is transmitted to the nominee(s) and the remaining portion is unclaimed by the other nominee(s) the DP / AMC shall allow the unclaimed portion to continue in the existing account / folio and not permit any other transactions in such accounts / folio, other than transmission to the remaining nominee(s).

3.9.1. Further, the DP shall flag such demat accounts for additional due diligence and furnish periodical report of such accounts to the concerned Depositories, and;

- 3.9.2. AMC shall treat any money payable / attributable to such folio at par with the extant norms pertaining to treatment of unclaimed money¹⁰ and flag such folios for additional due diligence.
- 3.10. Regulated entities shall have the following online mechanism for existing and new investors, who want to opt-out of nomination;
- a) The online facility shall provide a mechanism for the investor to affirm their choice, in case of opting out of nomination. Upon choosing this option, the investor shall get an OTP.
 - b) Upon submitting this OTP, the investor shall have a choice to either
 - furnish the unique acknowledgement number of having submitted the declaration form to opt-out¹¹ in physical mode with wet signature at any of the office of the concerned regulated entity
 - or
 - capture their opting-out through video recording by the regulated entity as per extant norms in this regard¹².
4. Regulated entities shall use the Nomination Form as per the format provided in **Annexure - A** of this circular. This form shall replace the earlier form provided in Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) dated June 10, 2024¹³.
5. The format for Opting-out of nomination shall continue to be as per Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) dated June 10, 2024, except that the same shall be allowed only as per paragraph 3.10 above. All other items in Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) dated June 10, 2024 shall continue to be in force.
6. Regulated entities shall implement / upgrade their systems for providing the above facility to the investors, including the nomination form in **Annexure A**.
7. This circular shall come into effect from March 01, 2025.
8. Upon implementation of this Circular, existing investors shall be given an opportunity to revise their choice of nomination.
9. Recognised Depositories are advised to take steps to make necessary amendments to the relevant bye-laws, rules and regulations for the implementation of this circular.

¹⁰ Provisions relating to 'Unclaimed Redemption and Dividend Amount' in Chapter 14 of the Master Circular on Mutual Funds ([No. SEBI/HO/IMD/IMD-PoD-1/P/CIR/2024/90 dated June 27, 2024](#))

¹¹ As in Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) dated June 10, 2024

¹² The norms stipulated for video capture in live environment, liveliness check, etc., in the SEBI Circular No. [SEBI/HO/MIRSD/SECFATF/ P/CIR/2023/169](#), dated October 12, 2023, would be applicable.

¹³ Circular Ref. No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](#) titled, "(a) Ease of Doing Investments- Non-submission of 'Choice of Nomination', (b) Only 3 fields to be provided mandatorily for updating Nomination Details" dated June 10, 2024.

10. The AMFI and Depositories shall furnish to SEBI;
- 10.1. the status of readiness of all their constituents to implement this circular, by February 20, 2025.
 - 10.2. confirmation that the formats of the 'nomination form' and the 'Opt-out' form of each of their respective constituents, both in physical and digital mode, as the case may be, are as par with the respective formats provided by SEBI¹⁴, by March 15, 2025.
 - 10.3. status of implementation of the provisions of this circular by their constituents by May 01, 2025 and thereafter, as may be specified.
11. This Circular is issued in exercise of the powers conferred under Section 11(1) of the Securities and Exchange Board of India Act, 1992 to protect the interests of investors in securities and to promote the development of, and to regulate the securities market. This Circular is issued with the approval of the competent authority.
12. This Circular is available on SEBI website at www.sebi.gov.in under the categories "Legal → Circulars".

Yours faithfully,

S. Manjesh Roy
General Manager

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¹⁴ Annexures A of this circular and Circular No. [SEBI/HO/MIRSD/POD-1/P/CIR/2024/81](http://www.sebi.gov.in/SEBI/HO/MIRSD/POD-1/P/CIR/2024/81) dated June 10, 2024, respectively.

Annexure - A

(SEBI/HO/OIAE/OIAE_IAD-3/P/ON/2025/01650, dated January 10, 2025)

Nomination Form for Demat Accounts and Mutual Fund (MF) Folios

I / We hereby nominate the following person(s) who shall receive all the assets held in my / our account / folio in the event of my / our demise, as trustee and on behalf of my / our legal heir(s) *								
Nomination Details								
	Mandatory Details						Additional Details ****	
	Name of nominee	Share of nominee (%)**	Relation ship	Postal Address	Mobile number & E-mail	Identity Number ***	D.o.B. of nominee	Guardian
Nominee 1								
Nominee 2								
Nominee 3								
Nominee 4								
Nominee 5								
Nominee 6								
Nominee 7								
Nominee 8								
Nominee 9								
Nominee 10								

* Joint Accounts:

Event	Transmission of Account / Folio to
Demise of one or more joint holder(s)	Surviving holder(s) through name deletion The surviving holder(s) shall inherit the assets as owners
Demise of all joint holders simultaneously – having nominee	Nominee
Demise of all joint holders simultaneously – not having nominee	Legal heir(s) of the youngest holder

** if % is not specified, then the assets shall be distributed equally amongst all the nominees (see table in 'Transmission aspects').

*** Provide only number: PAN or Driving Licence or Aadhaar (last 4). Copy of the document is not required.

**** to be furnished only in following conditions / circumstances:

- Date of Birth (DoB): please provide, only if the nominee is minor.
- Guardian: It is optional for you to provide, if the nominee is minor.

1) I / We want the details of my / our nominee to be printed in the statement of holding, provided to me/ us by the AMC / DP as follows; (please tick, as appropriate)

- ☐ Name of nominee(s) ☐ Nomination: Yes / No

2) I hereby authorize _____ (nominee number _____) to operate my account on my behalf, in case of my incapacitation in terms of paragraph 3.5 of the circular. He / She is authorized to encash my assets up to ____% of assets in the account / folio or Rs. _____.

(strike off portions that are not relevant)

3) This nomination shall supersede any prior nomination made by me / us, if any.

Name(s) of holder(s)		Signature(s) of holder	Witness Signature*
Sole / First Holder (Mr./Ms.)			
Second Holder (Mr./Ms.)			
Third Holder (Mr./Ms.)			

* Signature of two witness(es), along with name and address are required, if the account holder affixes thumb impression, instead of wet signature.

Rights, Entitlement and Obligation of the investor and nominee:

- If you are opening a new demat account / MF folios, you have to provide nomination. Otherwise, you have to follow procedure as per 3.10 of this circular.
- You can make nomination or change nominee any number of times without any restriction.
- You are entitled to receive acknowledgement from the AMC / DP for each instance of providing or changing nomination.
- Upon demise of the investor, the nominees shall have the option to either continue as joint holders with other nominees or for each nominee(s) to open separate single account / folio.
- In case all your nominees do not claim the assets from the AMC / DP, then the residual unclaimed asset shall continue to be with the AMC in case of MF units and with the concerned Depository in case of Demat account.
- You have the option to designate any one of your nominees to operate your account / folio, in case of your physical incapacitation. This mandate can be changed any time you choose.
- The signatories for this nomination form in joint folios / account, shall be the same as that of your joint MF folio / demat account. i.e.
 - 'Either or Survivor' Folios / Accounts - any one of the holder can sign
 - 'Jointly' Folios / Accounts - both holders have to sign

Transmission aspects

- AMCs / DPs shall transmit the folio / account to the nominee(s) upon receipt of 1) copy of death certificate and 2) completion / updation of KYC of the nominee(s). The nominee is not required to provide affidavits, indemnities, undertakings, attestations or notarization.
- Nominee(s) shall extend all possible co-operation to transfer the assets to the legal heir(s) of the deceased investor. In this regard, no dispute shall lie against the AMC / DP.
- In case of multiple nominees the assets shall be distributed pro-rata to the surviving nominees, as illustrated below.

% share as specified by investor at the time of nomination		% assets to be apportioned to surviving nominees upon demise of investor and nominee 'A'			
Nominee	% share	Nominee	% initial share	% of A's share to be apportioned	Total % share
A	60%	A	0	0	0
B	30%	B	30%	45%	75%
C	10%	C	10%	15%	25%
Total	100%	-	40%	60%	100%
