

Dated: _____

From,

To,

The Head (Depository Division)

Master Capital Services Ltd.

1012, Arunachal Building

19 Barakhamba Road

New Delhi – 110001

Subject: To issue a new Delivery Instruction Booklet against Client Id/BO ID.
_____.

Dear Sir,

As mentioned above, please issue a Delivery Instruction Booklet against the mentioned client Id/ BO ID, since the earlier issued booklet having no. from _____ to _____ has been lost and is not traceable till date.

You are requested to stop the transfer of Securities against the earlier issued booklet.

Thanking you.

(Signature of 1st Holder)

(Signature of 2nd Holder)

(Signature of 3rd Holder)

(Name of 1st Holder)

(Name of 2nd Holder)

(Name of 3rd Holder)

For office use only

Issued book having serial no. from _____ to _____ dated _____