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### REQUEST LETTER FOR ISSUE OF NEW DIS

Date (dd/mm/yyyy)																		
DP ID	I	N	3	0	1	2	3	3	Client ID									
Name of First / Sole Holder																		
Name of Second Holder																		
Name of Third Holder																		

Dear Sir / Madam,

☐ **OPTION 1**

I/We hereby request you to issue me/us a new Delivery Instruction Book for my/our Demat Account with above mentioned Client Id.

**OR**

☐ **OPTION 2**

I/We hereby request you to issue me/us a new Delivery Instruction Book for my/our Demat Account with above mentioned Client Id since we have misplaced the one which was issued. Book No. \_\_\_\_\_ was issued to I/We which contained slip number from \_\_\_\_\_ to \_\_\_\_\_. So I request you to Kindly stop all my old books.

Yours faithfully,

	First / Sole Holder	Second Holder	Third Holder
Name			
Signature			

☐ This book will be collected by me or on my behalf

Sign -

☐ This book will be collected on my behalf by \_\_\_\_\_. Please hand over the book to him/Her.

His/Her signature is as per \_\_\_\_\_.

#### NOTE

- Kindly note that the DIS would be dispatched on the BO's correspondence address registered in our records.
- Incase of NonIndividual account (HUF/Corporate/Partnership/Company) stamp along with signature is mandatory.
- Please provide BO's (All Holder's) Pan Card copy along with self attestation (originally) along with this form mandatorily.
- Copy of PAN card duly signed by client