

## ACCOUNT ADDRESS CHANGE FORM

To,  
**INDIABULLS SECURITIES LIMITED**  
 Account Opening Department – Account Address Change Team,  
 Indiabulls House, 448 – 451, Udyog Vihar,  
 Phase – V, Gurgaon – 122001,  
 Haryana

Date: \_\_\_\_\_

Dear Sir / Madam,

I / we would request you to change my / our address & contact details in your records. My / our Indiabulls account details are as follows:

Demat Account No. \_\_\_\_\_

Trading ID \_\_\_\_\_

<b>Old Correspondence Address (Demat account)</b> _____ _____ Pin Code (Mandatory) _____  <b>Old Correspondence Address (Trading account)</b> _____ _____ Pin Code (Mandatory) _____	<b>New Correspondence Address</b> _____ _____ _____ Pin Code (Mandatory) _____ Mobile # (Mandatory) _____ Landline 1 # _____, Landline 2 # _____ Email ID (Mandatory) _____
<b>Old Permanent Address (Demat account)</b> _____ _____ Pin Code (Mandatory) _____	<b>New Permanent Address</b> _____ _____ _____ Pin Code (Mandatory) _____ Mobile # (Mandatory) _____ Landline 1 # _____, Landline 2 # _____ Email ID (Mandatory) _____

**I / we request you that in future all my / our correspondence with Indiabulls Securities Limited should be sent at the above address till further notification from me.** I also undertake not to file any Suit, Claims, initiate Legal proceedings in any Arbitration Forum, Court of Law, Legal Forum, Tribunal or before any Regulatory Authorities against Indiabulls Securities Limited or its Directors or its Employees in connection with non-receipt of Contract Notes and Statement of Accounts if the same is henceforth sent to the new address as mentioned above.

I further undertake that I shall indemnify and keep indemnified Indiabulls Securities Limited or its Directors or its Employees from and against any loss, claims, liabilities, obligations, damages, deficiencies, actions, suits, proceedings or liability suffered or incurred or fastened due to any incorrect, wrong, false, misleading representations provided /disclosed by me to Indiabulls Securities Limited.

**I am / We are enclosing herewith copy of ID Proof(s) and \_\_\_\_\_ as proof of NEW address.**

Account Holder Name(s) \_\_\_\_\_

Account Holder Signature(s) \_\_\_\_\_

Ist / Sole Holder

IInd Holder

IIIrd Holder

Note: All Demat account holder(s) need to sign.

**NOTE:**

- Please note that in order to change your Demat & Trading Account Address, you are required to provide your ID Proof(s) copy AND Proof of New Address
- All proof must be duly self attested (all the holders in case of joint DP account)
- Please submit separate proof in case the correspondence and Permanent Addresses are different.
- FOR NSDL ACCOUNT- Last DP Transaction Statement is required for Demat Address change

**List of valid proofs of ID as required by SEBI**

(1) PAN card with photograph, (2) Passport, (3) Voter ID card, (4) Driving License

**List of valid proofs of address as required by SEBI**

(1) Ration Card, (2) Passport, (3) Voter ID card, (4) Driving License, (5) Bank Passbook / Bank Statement along with cancelled cheque (The statement must not be more than 3 months old & must clearly display the bank name, logo, client name & address), (6) Electricity bills / Telephone Bill – Landline (not more than two months old), (7) Lease and License Agreement / Agreement for sale / Rent Agreement.

**List of Documents sent at Demat Account Address**

1. Client Master
2. Bill for Demat Account
3. Transaction Statement
4. Holding Statement
5. Delivery Instruction Slip (DIS)
6. Pledge Books
7. Physical Share Certificates

**List of Documents sent at Trading Account Address**

1. Welcome Letter
2. Password
3. Contract Notes along with STT Annexure
4. Statement of Account and Ledgers

Please note that you can call us on our helpline no 0124-4572444 or mail us at [helpdesk@indiabulls.com](mailto:helpdesk@indiabulls.com) on the 5<sup>th</sup> working day from the submission of the documents (i.e. if you have submitted the documents on Monday either in the branch or directly to the H.O. then call us on Friday after 2:30 p.m.) to check the status.