

Address: Kotak Infinity, 8th floor, Building No 21 Infinity Park, Off western Express Highway,
 Gen A.K. Vaidya Marg, Malad (E), Mumbai – 400 097. Tel - 091 22 4285 6825

Date	D	D	M	M	Y	Y	Y	Y
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For Office use only

Query ID	
Dematrix No	

REQUEST FOR CHANGE OF NAME

Dear Sir/Madam,

I hereby request you to change my name in your records.

Trading Code					
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Demat Account No.									
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DP ID : IN300214

OLD Name _____

New Name _____

Reasons for change in name	Documents required
<input type="checkbox"/> Due to marriage	Marriage Certificate or copy of Passport showing husband's name or publication of name change in official gazette.
<input type="checkbox"/> Due to reasons other than marriage	Publication of name change in official gazette.
<input type="checkbox"/> Change in father's name	Publication of name change in official gazette.

Self-attested Pan card copy required

First / Sole Holder



Name _____

Second Holder



Name _____

Third Holder



Name _____



ACKNOWLEDGEMENT

Query ID	
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Date	D	D	M	M	Y	Y	Y	Y
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Received the Name change from _____

having Trading code

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 and Demat Account No.

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Employee signature



For Kotak Securities Ltd. (Company Seal)

Name of the Employee _____

Employee Code							
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Your request will be processed within a tentative period of 7 days from the date of receipt of complete documents. In case of queries regarding the status of the request, We request you to call on Customer Service No. 1800 209 9191/1800 222 299/30305757. Demat related complaints write at ks.demat@kotak.com for any other queries or complaints write at service.securities@kotak.com. Kotak Infinity, 8th Floor, Bldg. No.21, Infinity Park, Off Western Express Highway, Gen A.K. Vaidya Marg, Malad (E), Mumbai - 400 097 Tel.: 91-22-4285 6825

July-2016