

Request Letter for Change of Address

TO
SAG Infotech Private Limited,
B-9, 3rd Floor, Mahalaxmi Nagar,
Behind WTP South Block,
Malviya Nagar,
Jaipur - 302017(Raj.)

Subject:-Change of Address

Unit: _____

Folio no: - _____

Dear Sir,

I, _____ an existing shareholder of the company
_____ holding shares under Folio No.
_____. I request you to change my address as given below:

Old Address: _____ New Address: _____

I am attaching herewith duly attested, copy of _____ (See note) in support of my new address proof.

Thanking You,

| Name(s) of Shareholders | Signatures of the Shareholder(s) |
|-------------------------|----------------------------------|
| 1. | 1. |
| 2. | 2. |
| 3. | 3. |
| 4. | 4. |
| 5. | 5. |

Date _____ Place _____

Note: Attach copy of any one of the following documents:

- i) Latest Landline Telephone Bill
- ii) Latest Electricity Bill
- iii) Passport
- iv) Election Card
- v) Driving License
- vi) Bank Pass Book containing new address.

