**FORMAT FOR BANK ATTESTATION**

(ON THE LETTER HEAD OF NATIONALISED BANK)

To, Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SAG Infotech Private Limited**

B-9, 2nd & 3rd floor, Behind WTP

South block, Mahalaxmi Nagar,

Malviya Nagar, Jaipur (raj.) - 302017

Unit : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Folio \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

One form to be filled per folio and specimen signatures of all shares/debentures/bonds holders are required, Multiple folios will be accepted only if the same names appear in all the folios. The specimen signature forms are liable to be rejected if the names do not confirm with the folios mentioned.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr. No | Full Name of all share/debenture/bond holders mentioned in folio below | PAN-NO(S) | Father’s/Husband’s Name | Present Age |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

Full Address of First Holder, Phone no. & Email ID

**Reason for change in Signature**

 PIN Code :

 Phone no

 Email ID:

**Specimen Signature(s) of all Holders**

1.

2.

3.

Change in Specimen Sign

Regn. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Attestation by a Bank Manager only**

Name :

Designation :

Signature and Code no. :

Name & Address of Bank

Account no.

A/c opening Date

Bank’s Phone no

Email ID:

Stamp and Seal of Bank

IMP : Supporting documentary evidence to be submitted along with this form

 (Read Instructions carefully appended herein below)

**INSTRUCTION FOR DOCUMENTARY EVIDENCE TO BE SUBMITTED**

1. The application for attestation of Signature(s) is required to be submitted on the Letter head of the Nationalized Bank, where the shareholder(s) maintain his/her Bank account.
2. Kindly enclose original cancelled Cheque leaf of the Account holders(s)
3. Self attested copy of PAN card (s).
4. Legible copy of Address proof, viz. Valid Passport / Aadhar Card / Electricity bill / Telephone bill.

**IMP NOTE TO BANK:**

1. Verify and confirm Shareholder(s) signature and address for our records.
2. In the event of incomplete information provided, this form is liable to be rejected.
3. SAG Infotech Private Limited reserves the right to reject any application for change in signature in case we are not satisfied with the supporting documentary evidence.
4. In the event of any doubt please refer via mail to info@sagrta.com quoting Party Name / and Unit and Folio No
5. You are requested to mail a scan copy of this document to info@saginfotech.com which is duly signed / stamped & verified at our end, as a matter of abundant caution.