

To,  
**Datamatics Financial Services Ltd.**  
 Plot no. B – 5, Part B, Cross Lane,  
 MIDC, Marol,  
 Andheri East  
 Mumbai – 400 093.

Date \_\_\_\_\_

Dear Sirs,

**RE : Application for Recording of change of name**

Company : ESSAR OIL LIMITED Folio No. \_\_\_\_\_

I, the undersigned \_\_\_\_\_, holder of \_\_\_\_\_  
 Equity Share(s) / Debenture(s) in your Company, hereby inform you that consequent to the following  
 reason, my name stands changed.

1. Change of Name through Gazette ( Attested copy of the gazette, as a proof to be enclosed)
2. Change of Name due to marriage (Attested copy of the marriage certificate is to be enclosed as proof.)

Name as per existing records	Signature(s)
1	
2	
3	

New Name after change	New signature of holder whose name has changed
1	
2	
3	

Address of the 1<sup>st</sup> holder: \_\_\_\_\_

Tel no. of the 1<sup>st</sup> holder : \_\_\_\_\_ Email id of the 1<sup>st</sup> holder : \_\_\_\_\_

**Details of the certificates, enclosed :**

Certificate numbers		Distinctive Numbers		No. of certificates.	No.. of Shares
From	To	From	To		

**Document required for change of name :**

1. Original **Share/Debenture** Certificates

2. Marriage Certificate / Gazette copy , duly Attested
3. Request letter from Share holder.
4. Self attested copy of Pan card.

IMP : Please Submit separate forms for each series of SHARES / DEBENTURES along with relative certificates(s)

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**For office Use only :**

Document Registration No. \_\_\_\_\_

Date \_\_\_\_\_

Transfer No. \_\_\_\_\_

Buyer Folio :

Date \_\_\_\_\_