



Request letter for issue of Delivery Instruction Book without requisition slip

Dated _____

To
Gogia Capital Growth Limited
31, Basement, Community Center
Basant Lok, Vasant Vihar
New Delhi - 110057.

Dear Sir or Madam:

I/We am/are having Demat Account Client Id _____ DP Id: IN300589 Due to below mentioned reason I/we am/are unable to produce Requisition Slip for getting fresh Delivery Instruction Booklet.

You requested to issue me/us a fresh booklet (**Annexure 'LA' / Pledge Booklet/Leaf**) against this request letter.

I/We hereby authorize you to cancel all unused leaflet ranges the above Client ID in your records.

Name of the bearer	Signature of the bearer

*(Bearer has to provide copy of proof of identity and should produce original for verification of DP official.)

Yours Sincerely,

(1st Holder) _____ 2nd Holder _____ 3rd Holder _____

Received the instruction booklet numbered as under:

Booklet No: _____ From No: _____ To _____

(2nd Holder) _____ 2nd Holder _____ 3rd Holder _____

Please follow the following with respect to Issue to Instruction Booklet

1. One of the Holders has to come personally with his proof of id. [one copy to GCSL]
2. Request letter has to have signed by all Holders.