Paradeep Phosphates Limited
CIN: L20122OR1981PLC001020
Registered Office: 5th Floor, Orissa State Handloom Weavers' Co-Operative Building, Pandit J N Marg, Bhubaneswar – 751 001, **Tel:** 0674 666 6100,
E-mail: cs.ppl@adventz.com **Website:** www.paradeepphosphates.com

SCHEDULE - 2

Format of application for transmission / transposition / name change / name deletion

To
M/s MUFG Intime India Private Limited
(Formerly Link Intime India Private Limited)
C 101, Embassy 247,L.B.S. Marg
Vikhroli (West),
Mumbai 400083.

Dear Sir/Madam,

Subject : Application for transfer of Shares from PPL Merger Trust of Paradeep Phosphates Limited to the demat account of the shareholder pursuant to transmission/transposition/name change/name deletion

Reference to the captioned subject and in addition to details and documents in Schedule 1, we request the Company to make the following change in its record/s:

		First holder	Second holder	Third holder
Name				
PAN				
Address of 1^{st} holder				
Shares held in MCFL prior to its merger with PPL		No of shares		
		Folio no.		
		Certificate number		
DP ID and Client ID of Shareholders Demat account				
Mobile no. of 1^{st} holder				
Email ID of 1^{st} holder				
		First holder	Second holder	Third holder
Signature				

The following mandatory documents as evidence are required to be submitted by the shareholder:

1. The original share certificate issued by Mangalore Chemicals & Fertilizers Limited (MCFL) duly endorsed in favour of claimant. In case the shareholder is not in possession of the original share certificate of MCFL, kindly comply with the procedure for issuance of duplicate share certificate of MCFL.

2. Self-attested copy of PAN of all the joint holders, if any, as proof of identity. In case of transmission request, the self-attested copy of PAN card of all the Applicants to whom the shares are to be transmitted

would be required. Kindly note that the PAN shall be valid only if it is linked to Aadhaar. In order to know the status of your PAN Linked to Aadhaar, you may check on this link: https://www.incometax.gov.in/iec/foportal

3. Self-attested copy of Client Master List of the demat account. (In case of joint holding, the demat account should be in the same sequence as the names appear in the share certificate of MCFL)

4. Banker verification form/ ISR-2 duly attested by the bank manager along with the original cancelled cheque leaf. The attestation should contain the employee code of the person attesting the signature as well as the bank seal.

5. Self-attested copy of Valid Passport/ Registered Lease or Sale Agreement of Residence/ Driving License/Flat Maintenance Bill or Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old. For FII / sub account, Power of Attorney given by FII / sub- account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken as proof of residence.

General Instructions for filing up the forms in addition to providing documents as set out against respective requests:-

Sr. no.	Instructions
1	Submission of the duly filled form and requisite attachments are mandatory. Please annex all the documents as required along with application to avoid delay in processing your request.
2	The Applicants should fill the form in the order in which their names appear in the original share certificate of Mangalore Chemicals & Fertilizers Limited.
3	In case of joint holding, the form has to be signed by all the joint holders.
4	If the applicant is/are illiterate, his/her/their thumb impression must be attested by a Magistrate or Notary Public under the seal of his office.
5	Kindly note furnishing mere photocopies of the documents mentioned above will not be accepted.