

TRANSMISSION OF SECURITIES OF A DECEASED HOLDER WITHOUT LEGAL REPRESENTATION

Read carefully the Instructions before filling in the enclosures

The enclosures are :

TITLE CLAIM FORM	'T'
AFFIDAVIT	'A'
SURETY FORM	'S'
NO OBJECTION STATEMENT	'N'
INDEMNITY	'I'

Sequence of steps to be followed :

- 1) Affix **SPECIAL ADHESIVE STAMPS** of
 - Rs. 100/- on Affidavit - 'A'
 - Rs. 500/- on Indemnity - 'I'
 before signing these forms (refer item 'f' below).
- 2) Fill in answers posed in Title Claim Form - 'T', giving details in full.
- 3) Fill in affidavit - 'A', but do not sign now (refer 8)
- 4) Arrange for person to stand as Surety. (if applicable)
- 5) Fill in Form of Surety - 'S' and get his/her signature on the form attested by Bank Manager / Employer. (if applicable)
- 6) Fill in the Indemnity - 'I', but do not sign now (refer 8)
- 7) Recheck that all documents are completely filled.
- 8) Arrange for Applicant/s and proposed Surety to sign on Affidavit / Indemnity in presence of a First Class or Stipendiary Magistrate / Public Notary / Judicial. (if applicable)
- 9) Fill in No Objection Statement and get the renounees' signature on the form witnessed by the Bank Manager /Employer.
- 10) Signature required on all documents.
- 11) Corrections / Alterations / Cancellations should be authenticated by surety & notary.
- 12) Submit together all duly completed documents to us, alongwith self attested copy of PAN Card of Applicants.

SPECIAL INSTRUCTIONS

TITLE CLAIM FORM - 'T'

- a) The original certificate(s) attested copy of Death certificate and Legal Heirship certificate must be submitted alongwith this form.
- b) In case the name as mentioned in death certificate & securities differs then an Identity Certificate / Affidavit must be produced in confirmation that the deceased is one and the same person in both instances.
- c) If the deceased had declared a will (Registered or Unregistered), a copy thereof must be submitted in support of the claim made by applicant/s.
- d) The applicant(s) must obtain 'No Objection' as per annexure-'N' from the other Legal Heir/s, if any whose names are to be excluded in transmission of the securities.
- e) Applicants must sign on reverse of title claim form.

AFFIDAVIT - 'A' & INDEMNITY - 'I'

- f) Affidavit / Indemnity may be affixed with Special Adhesive Stamps of the text may be reproduced on Non-Judicial Stamp Paper of denomination/s given in 1 above. Special adhesive stamps should be cancelled by the issuing authority.
- g) Signature/s must be attested only by a Stipendiary Magistrate / Notary Public.
- h) Full name / Address (and Regn. No.) of the Official must be mentioned.
- i) Indemnity must be signed by applicant/s as well as Surety.
- j) Execution of Affidavit / Indemnity on the enclosed form and attached blank stamp papers of requisite value are not acceptable.
- k) If Affidavit is executed on a separate stamp paper of Rs. 100/- or special adhesive stamps are affixed on a separate sheet, the affidavit on the reverse side of the 'T' Form should also be signed by the applicant since it is a part of the 'T' Form.

SURETY FORM - 'S'

- l) The financial Standing of the proposed Surety should commensurate with the market value of the securities/security.
- m) Surety form must also be signed by Bank Manager/Notary public in affirmation of the details mentioned therein.
- n) Surety must sign in his individual capacity and forward Notarised copy of his PAN card.
- o) Surety on Indemnity & surety form be one and the same individual.
- p) Kindly arrange to forward us income proof of surety in the form of salary slip/Form No. 16/Saral Form/copy of latest Income Tax Return duly attested by Notary.

NO OBJECTION STATEMENT - 'N'

- q) This statement must be furnished by each renounee/s separately as per the draft given, along with their self attested Photo ID Proof.
- r) Photostat copy/ies of this draft may be used if more than one renounee is furnishing the statement.
- s) The signatures/s of the renounee/s must be witnessed by Bank Manager/Notary for identification purpose.
- t) In case of Minor the NOC should be executed by the natural guardian.

SPECIMEN SIGNATURES (In triplicate) of APPLICANTS

1.	
2.	
3.	

1.	
2.	
3.	

1.	
2.	
3.	

TRANSMISSION REQUEST FORM

‘T’

UNIT : STATE BANK OF INDIA

Form to be filled in by person(s) claiming the title to security/ies of a deceased holder
without legal representation

1.	Full Name of the deceased holder.				
2.	Date of death of the deceased according to English Calender. (Attach death certificate in support original/notarized copy)	Date	Month	Year	
3.	Number of securities held by the deceased in this Bank				
4.	Distinctive No(s).		Folio number :		
5.	Details of Legal heirs of the deceased (Please attach legal heirship certificate / affidavit / notarized family settlement deed.)	Name	Relationship	Age	Marital status
6.	Please specify the law by which the succession of the deceased's estate is governed.				
7.	Has the deceased left the will or any other testamentary instrument disposing of his property? (If yes attach a copy of the same)				
8.	Name of the person(s) claiming to the securities viz. applicant(s) on whose name the securities are to be transmitted (attach copy of self- attested PAN card)				
9.	Address of the person claiming to the securities (Applicant) (attach copy of self-attested Address proof)*				
10.	Whether NOC of the Legal heirs other than the claimant is attached?	Yes	No	Not Applicable	
11.	Is there any disputes amongst the legal heirs or with third parties in respect of the title or ownership of the securities mentioned in column No. 3 of the deceased?	Yes	No	Not Applicable	
12.	Any other information which the applicant(s) wants to give in support of his claim.				
13.	Signature of the applicant				

*Any one of the undernoted documents (i) Telephone bill (not more than 3 months old). (ii) Bank account Statement (Not more than three months old). (iii) Letter from any recognized public authority. (iv) Electricity bill (not more than 6 months old). (v) Ration card. (vi) Letter from reputed employer. (vii) Income tax/ Wealth tax Assessment orders. (viii) Credit Card Statement (not more than three months old). (ix) Copies of Registered Leave & License agreement/ Sale Deed /Lease Agreement.

Before
Signing
Affix
Rs. 100/-
Special
Adhesive
Stamp

AFFIDAVIT

I/We _____ (Full name of the applicant(s)) solemnly affirm and say that what is stated in answer to the questions on the Transmission Request Form is true to my/our knowledge.

Date : _____

Signature (s)/Thumb
Impression(s) of the applicant

Solemnly affirmed at _____ (Place) on the Day of _____ 20 _____

Full Name and : _____
Address of _____
Magistrate/Notary _____

(Signature (s)/Thumb
Impression(s) of the applicant)
Signed in the presence of
(Magistrate/Notary)

Regd. No. of Notary :

Notarial / Court fee stamps	Official Seal of Magistrate / Notary

Before
Signing
Affix
Rs. 500/-
Special
Adhesive
Stamp

INDEMNITY

"1"

(To be taken by the applicant wherein the value of security(ies) is up to 2 lacs)

TO ALL TO WHOM THESE PRESENTS shall come I/We _____

(Name(s) of the applicant)

send greetings

WHEREAS _____

(Name of the deceased)

was at the date of his/her death as hereinafter more particularly mentioned the registered holder of _____

(Number and kind of security / ies)

bearing Distinctive Nos. _____

of the nominal face value of Rupees _____ each in _____

a Joint Stock Company incorporated and registered under the State Bank of India Act, 1955 (here in after called the Bank)

and where as the said _____

(Name of the Deceased)

departed his life on _____ (date of death) intestate and without leaving any debts and leaving

him / her surviving viz. : _____

[Name(s) of all legal heir(s)]

_____ respectively AND

WHEREAS of the said _____

[Name(s) of the Applicant(s)]

has applied to transfer the said securities which still stand in the name of the said _____

_____ into the name of

(Name of the Deceased)

the said _____

[Name(s) of Applicant(s)]

and to pay him / her the dividends there on which the Bank has agreed to do upon the said _____

[Name(s) of Applicant(s)]

_____ executing unto the Bank such Indemnity as hereinafter contained.

NOW KNOW YE AND THESE PRESENTS WITNESS that they the said _____

[Full Name(s) of holder(s) / applicant(s)]

for him/her/themselves, their heirs, executors, administrators and assigns do hereby covenant with the Bank, its successors and assigns that they, the said covenanting parties, jointly and severally, and their heirs, executors, administrators and assigns will on the Bank transferring all the said securities into the name of the said _____

[Name(s) of Applicant(s)]

and paying him/her/them the dividends already due and grow due thereon, at all times, save, defend, keep harmless and indemnified the said Bank, its successors and assigns and its and their estates and effects and the Directors, Agents, Secretary and Shareholders of the said Bank, their heirs, executors, administrators, and assigns and their and each of their estates and effects from and against all actions, cause of actions, suits, proceedings, accounts, claims and demands whatsoever at Law or in equity or otherwise howsoever for or on account of the said shares or dividends thereof or any part thereof or otherwise in connection with the said shares on the part of any person or persons whomsoever and from and against all damages, costs, charges and expenses in respect thereof or otherwise however in relation to the premises.

IN WITNESS WHEREOF THE said _____

[Name(s) of Applicant(s)]

have here unto set their respective hands and seals this the _____ day of _____ 20 _____



(Signature of the Applicant)
Signed in the presence of
(Magistrate / Notary)

(Signature of Magistrate/Notary)

Full Name and : _____

Address of _____

Magistrate/Notary _____

<p>Regd. No. of Notary : _____ Notarial stamps</p>	<p>Official Seal of Magistrate / Notary</p>
	

Before
Signing
Affix
Rs. 500/-
Special
Adhesive
Stamp

INDEMNITY

"1"

(To be taken by the applicant wherein the value of security(ies) is more than to 2 lacs and upto 10 lacs (maximum 5000 shares))

To,

TO ALL TO WHOM THESE PRESENTS shall come I/We

(Name(s) of the applicant)

send greetings

WHEREAS

(Name of the deceased)

was at the date of his/her death as hereinafter more particularly mentioned the registered holder of

(Number and kind of security / ies)

bearing Distinctive Nos.

of the nominal face value of Rupees _____ each in _____

a Joint Stock Company incorporated and registered under the State Bank of India Act, 1955 (herein after called the Bank)

and whereas the said

(Name of the Deceased)

departed his life on _____ (date of death) intestate and without leaving any debts and leaving

him / her surviving viz. :

[Name(s) of all legal heir(s)]

respectively AND

WHEREAS of the said

[Name(s) of the Applicant(s)]

has applied to transfer the said securities which still stand in the name of the said

into the name of

(Name of the Deceased)

the said

[Name(s) of Applicant(s)]

and to pay him / her / them the dividends there on which the Bank has agreed to do upon the said

[Name of Applicant(s)]

as principal(s) and the said

[Name of the surety]

as surety executing unto the Bank such Indemnity as hereinafter contained.

NOW KNOW YE AND THESE PRESENTS WITNESS that they the said

[Full Name(s) of holder(s) / applicant (s)]

and

[Name of the surety]

as surety for themselves, their heirs, executors, administrators and assigns do hereby covenant with the Bank, its successors and assigns that they, the said covenanting parties, jointly and severally, and their heirs, executors, administrators and assigns will on the Bank transferring all the said securities into the name of the said _____

[Name of the Applicant(s)]

and paying him/her/them the dividends already due and grow due thereon, at all times, save, defend, keep harmless and indemnified the said Bank, its successors and assigns and its and their estates and effects and the Directors, Agents, Secretary and Shareholders of the said Bank, their heirs, executors, administrators, and assigns and their and each of their estates and effects from and against all actions, cause of actions, suits, proceedings, accounts, claims and demands whatsoever at Law or in equity or otherwise howsoever for or on account of the said shares or dividends thereof or any part thereof or otherwise in connection with the said shares on the part of any person or persons whomsoever and from and against all damages, costs, charges and expenses in respect thereof or otherwise however in relation to the premises.

IN WITNESS WHEREOF THE said _____

[Name(s) of Applicant(s)]

and _____

[Name of the surety]

have here unto set their respective hands and seals this the _____ day of _____ 20 _____

[Signature of the Applicant(s)]
Signed in the presence of
(Magistrate / Notary)

[Signature of the surety]
Signed in the presence of
(Magistrate / Notary)

(Signature of Magistrate/Notary)

Full Name and : _____

Address of _____

Magistrate/Notary _____

<p>Regd. No. of Notary : _____ Notarial stamps</p>	<p>Official Seal of Magistrate / Notary</p>

NO OBJECTION STATEMENT

“N”

(Statement to be made by heir whose name is excluded in transmission of securities standing in the sole name of deceased holder.)

(Each of the renouncee should file separate form)

WHEREAS

1) I _____
residing at _____
_____ am the heir of
late (Name of the deceased) _____
the deceased registered holder in State Bank of India of _____
_____ (Number of Share(s)/Bond(s)) bearing
distinctive No (s) _____

2) It has been stated to the Bank that the aforesaid security / ies be transmitted from the name of the deceased to only the name (s) of applicant(s) viz. _____

I, the aforesaid, state that I do not desire to make a claim of the title in respect of said security/ies, in the name(s) of the above mentioned applicant(s) only.

Dated the _____ Day of _____ 20_____

(Signature of the renouncee)

Full Name and : _____
Address _____
Branch Manager/Notary _____

Signed in the presence of
(Bank Manager / Notary)

Regd. No. of Notary : Notarial stamps	Official Seal of Magistrate / Notary

SURETY FORM

“S”

(Form to be filled if the value of the security(ies) is more than 2 lacs)

Private & Confidential

1.	Full Name of the Surety:				
2.	Date of Birth	Date	Month	Year	
3.	Age				
4.	PAN (attach self-attested copy)				
5.	Permanent Residential Address:				
6.*	Details of Employment	Name of the employer	Place of the employment	Annual salary	Other emoluments (if any)
7.*	Details of immovable property owned (absolute ownership)	Within Municipal limits	Address	Value	Annual rent realised
8.*	Details of Business Owned (absolutely in own name and not as partner)	Nature of Business and location	Annual Turnover		Annual Profits

Date : _____

(Signature of the Surety)

Full Name, Address
(Branch Manager / Notary)

Signed in the presence of
(Bank Manager / Notary)

Regd. No. of Notary : Notarial stamps	Official Seal of Magistrate / Notary

*(From Column No. 6-8, please fill the column as applicable to the surety)

TRANSMISSION REQUEST FORM

‘T’

UNIT : STATE BANK OF INDIA

Form to be filled in by Nominee claiming the title to security/ies of a deceased

1.	Full Name of the deceased holder.			
2.	Date of death of the deceased according to English Calender. (Attach death certificate in support)	Date	Month	Year
3.	Number of securities held by the deceased in this Bank			
4.	Distinctive No.		Folio number	
5.	Name of the Nominee			
6.	PAN (self-attested copy to be attached)			
7.	Address of the Nominee (Applicant)			
8.	Specify Document attached to prove the address of the Nominee *			
9.	Specify Document attached to prove the identity of the Nominee #			
10.	Signature of the Nominee			

# Proof of Identity	*Address Proof
Any one of the undernoted documents: <ul style="list-style-type: none">• Passport• Voter's Identity Card• Driving Licence• Aadhaar Letter/Card• NREGA Card• Pension Payment orders• Identity card issued by Post offices• Identity card issued by Public authorities who keep record of issue of such identity cards.	Any one of the undernoted documents: <ul style="list-style-type: none">• (i) Telephone bill (not more than 3 months old)• (ii) Bank account Statement (Not more than three months old)• (iii) Letter from any recognized public authority• (iv) Electricity bill (not more than 6 months old)• (v) Ration card• (vi) Letter from reputed employer• (vii) Income Tax/ Wealth Tax Assessment orders• (viii) Credit Card Statement (not more than three months old)• (ix) Copies of Registered Leave & License agreement / Sale Deed / Lease Agreement