

Date:-

To,  
**BCB Brokerage Private Limited**  
1207/A, P.J. Towers,  
Dalal Street, Fort,  
Mumbai- 400 001.

Dear Sir / Madam,

**Sub: Rejection of pending demat request and account closure**

I / We have submitted the certificates / securities for dematerialisation through you, details of which are as follows:-

Issuer (Company) Name	
ISIN	

Demat Request Form no. (DRF No.)	Demat Request no. (DRN)	Date of setup of DRN	Certificate no(s).		Distinctive no(s).		Quantity
			From	To	From	To	

The aforesaid demat request(s) is / are pending for disposal for a long time. As I / we wish to close my / our BO Account No. \_\_\_\_\_, I / We request you to **reject** the pending demat request(s) which have been set up in the system.

I/We wish to inform you that: *(tick the relevant box):*

- The share certificates (securities) pertaining to these demat requests are in my/our possession.
- The share certificates (securities) pertaining to these demat requests are **not** in my/our possession. However, I/we undertake to take up the matter directly with the concerned Issuer and/or its RTA.

Yours faithfully,

	Sole / First Holder	Second Holder	Third Holder
Name			
Signature			