

**User Guidelines for Clients**

**Online Account Transfer cum  
Closure Request**

**Version 1.0**

1. To initiate an online request for Account Transfer cum Closure Request, Clients will be required to click on the URL <https://eservices.nsd.com/iat-web/>
2. The Client will be then directed to the 'Terms and Conditions' page. Client will be required to click on 'Click here to continue' to continue the process:



## NSDL DPM Plus – Online Account Closure cum Transfer Request

Timestamp : 11-Mar-2022 12:07:09

### Terms and conditions for online closure of demat account for NSDL DPs :-

Dear NSDL Demat Account Holder,

I have read and understood the following terms and conditions for online closure of demat account and undertake to abide by the same:

1. This facility is available only for Individual single Demat Accountholders of NSDL Depository Participants (DP) without pledge / freeze /pending demat request balances, and having either mobile number or email ID or both registered in the account for validation purpose.
2. PAN as recorded in the source demat account shall match with that as recorded in target demat account in which the securities have been requested to be transferred.
3. The application would be required to be esigned by client in capacity of the beneficial owner of the demat account held with NSDL DP and client is agreeable for esigning the application through Aadhaar based esign facility through the arrangement as facilitated by NSDL with the concerned ESP. In case of any failure to esign the application resulting in non-submission of application for closure cum transfer, the client would have to contact his/her DP.
4. The scan/ photograph of signature as uploaded by the client should match with the signature as recorded in the source demat account held with the DP and in case of mismatch, the application may be rejected by the DP (Size of scanned/photograph of the signature should be 97KB max).
5. The Client shall maintain the secrecy of OTP and passwords and authenticate/ confirm the closure requests by entering the OTP sent on the email id / or mobile number updated in the source account (to be closed).
6. The application once submitted through the online facility would be scrutinized by the concerned NSDL DP as per its internal procedure and checks, subsequent to which the application would be processed by the said NSDL DP.
7. For future reference, the downloaded esigned PDF application form shall be saved by the client.
8. Notwithstanding any such closure of demat account, all rights, liabilities and obligations of the parties arising out of or in respect of transactions entered into prior to the closure of demat account shall continue to subsist and vest in / be binding on the respective parties or his / its respective heirs, executors, administrators, legal representatives or successors, as the case may be.
9. Notwithstanding any such closure of demat account, all rights, liabilities and obligations of the parties arising out of or in respect of transactions entered into prior to the closure of demat account shall continue to subsist and vest in / be binding on the respective parties or his / its respective heirs, executors, administrators, legal representatives or successors, as the case may be.
10. Closure requests accepted through above mechanism shall be considered as a valid client request and NSDL shall not be held liable for acting on such requests. Client shall be fully responsible for using the online account closure cum transfer of securities facility.
11. After successfully submission of application, client are required to forward the scan image of below documents to email id : Participant-Interface@nsdl.co.in with subject line as 'Online application for closure cum transfer of securities':
  - a. Copy of e-signed PDF application form
  - b. Self- attested Proof of address (Any one document from below table)

Passport, the driving license, the Voter's Identity Card issued by Election Commission of India, job card issued by NREGA duly signed by an officer of the State Government, the letter issued by the National Population Register containing details of name, address or any other document as notified by the Central Government in consultation with the Regulator
  - c. Self- attested PAN

#### For other demat account holders

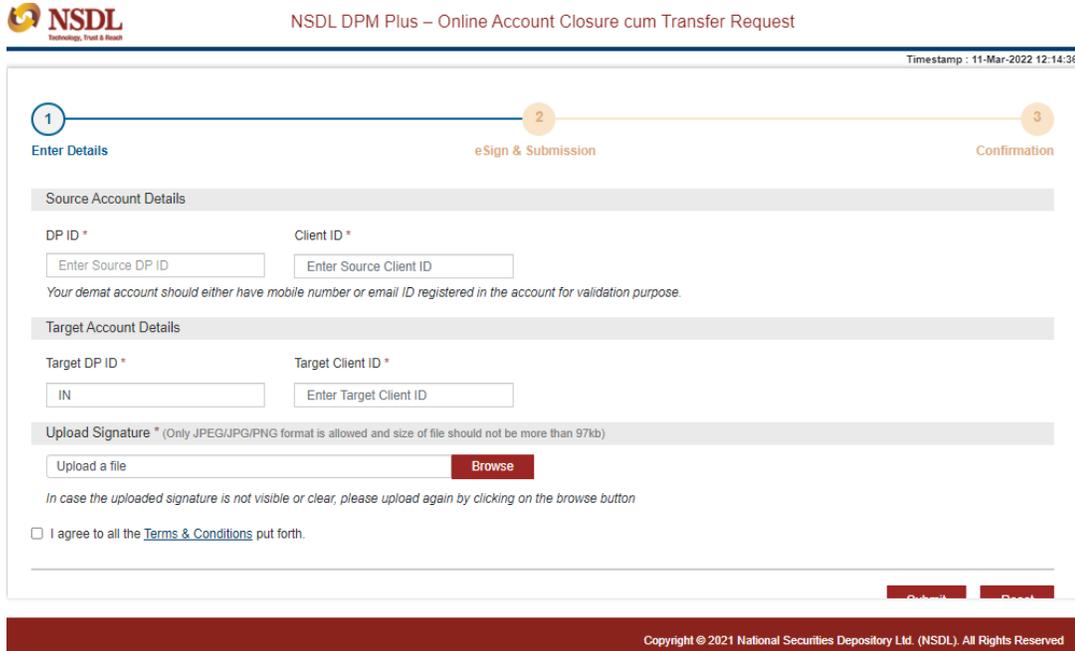
You are requested to be guided by the procedure as forwarded to your registered address as recorded in the demat account held with terminated/suspended/closed Depository Participants (managed by NSDL).

For making online application for demat account closure in accordance with above terms and conditions, please

[Click here to continue](#)

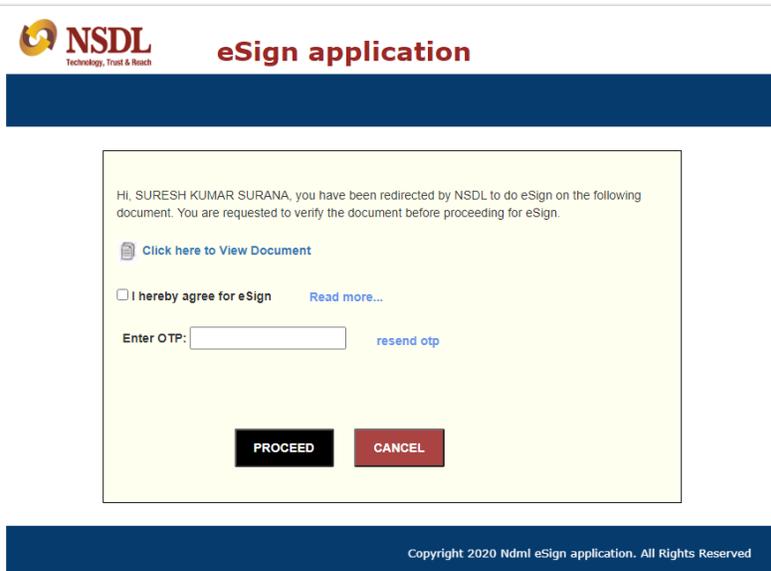
[Cancel](#)

- 3. The Client will be required to enter the Source account details (i.e. DP ID and Client ID) and Target account details. Further, Client will also be required to upload his/her signature in jpg/png format before submission. The size of the signature should not be more than 97 kb



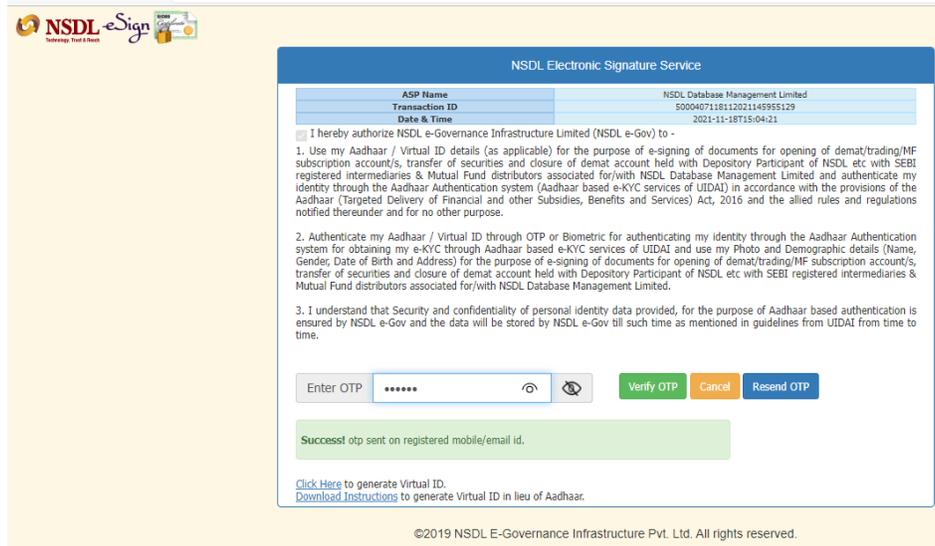
The screenshot shows a web form titled "NSDL DPM Plus – Online Account Closure cum Transfer Request". It features a progress bar with three steps: 1. Enter Details, 2. eSign & Submission, and 3. Confirmation. The form includes sections for Source Account Details (DP ID, Client ID), Target Account Details (Target DP ID, Target Client ID), and an Upload Signature section with a file upload field and a "Browse" button. A checkbox for agreeing to terms and conditions is also present. The footer contains the copyright notice: "Copyright © 2021 National Securities Depository Ltd. (NSDL). All Rights Reserved".

- 4. Post filling up of the details, upload of the signature as mentioned above and matching of PAN details of source and target account accounts, Client will then be required to click on 'Submit' button. Client will be re-directed to the page of eSign Service Provider to confirm and verify the Account transfer cum Closure Request document by an OTP authentication. Client can click and open the document to verify it.

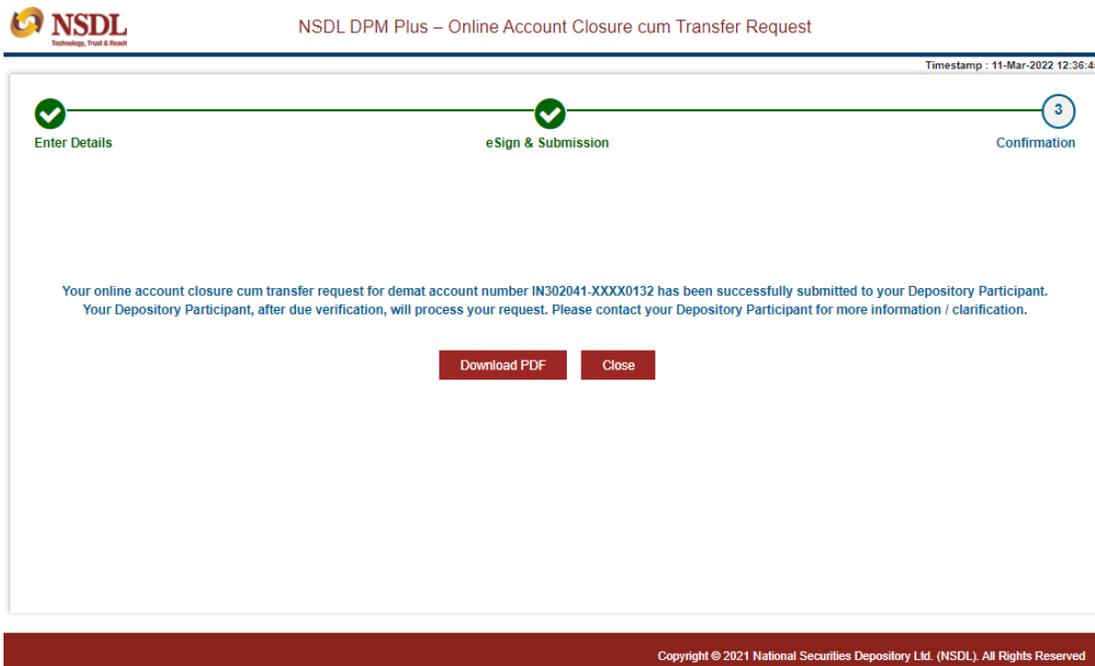


The screenshot shows the "eSign application" page. It includes the NSDL logo and a message: "Hi, SURESH KUMAR SURANA, you have been redirected by NSDL to do eSign on the following document. You are requested to verify the document before proceeding for eSign." Below the message is a link "Click here to View Document", a checkbox for "I hereby agree for eSign" with a "Read more..." link, and an "Enter OTP:" field with a "resend otp" link. At the bottom are "PROCEED" and "CANCEL" buttons. The footer contains the copyright notice: "Copyright 2020 NdmI eSign application. All Rights Reserved".

- 5. On successful submission of OTP at NDML’s page, Client will be then re-directed to Protean eGov (formerly known as NSDL eGov) for Aadhaar eSign:



- 6. Post successful e-Sign of the document, a message would be displayed to the Client that the document has been successfully submitted to the Depository Participant. Client can click on ‘Download PDF’ to view the esigned document.



- 7. Additionally, Client will also receive a link at his/her registered email ID. Client can click on the link to download the eSigned document.



### Closure cum transfer Request

(Online Facility to clients to close their accounts and transfer holding to their another demat account with NSDL)

Reference Number 637132200000027

Date 18-11-2021

DP Name : MADRAS STOCK EXCHANGE

DP ID : IN001078

(For Beneficiary Account only)

I / We hereby request you to close my/our account with MADRAS STOCK EXCHANGE

A) Details of account with MADRAS STOCK EXCHANGE

Client ID	10000786
Client Name	SURESH KUMAR SURANA

I request you to transfer the balances of securities held in above source demat account to my target account as per the following details:

B) Details of the target account:

DP ID	IN304367
DP Name	AVENDUS FINANCE PRIVATE LIMITED
Client ID	10000012
Client Name	MUKUL JIVANDAS VED

C) Signature of the client:



Digitally Signed by:  
Name: SURESH KUMAR SURANA  
Reason: Account Transfer  
Date/Time: Nov 18 12:39:19 IST 2021

X