



## REQUEST FOR UPDATION OF RECORDS - CHANGE OF ADDRESS

(for Shareholders holding physical shares only)

To,

**MCS Share Transfer Agent Limited**

**Unit: Bank of Maharashtra**

Office No.002, Ground Floor, Kashiram Jamnadas Bldg.,

5, P.D. Mello Road, Masjid (East), Mumbai 400 009.

Phone: (022) 40206022/23/24 Fax: (022) 40206021

Dear Sir,

**Sub: Change of Address for Shares held in Physical Form**

**Folio No. \_\_\_\_\_ No. of Shares held \_\_\_\_\_**

I/We, the undersigned, holding the Equity Shares under the above Ledger Folio, wish to inform that my/our address for communication registered with the Bank, has changed to the following:

Old Address	New Address
_____	_____
_____	_____
_____ Pincode _____	_____ Pincode _____

I am also enclosing herewith the new residential proof viz. (anyone):

- 1) Copy of Ration Card
- 2) Copy of Passport
- 3) Copy of Voter's Identity Card
- 4) Others \_\_\_\_\_ (please specify)

I/ We request you to please update your records under an intimation to me/ us.

Yours faithfully,

Date:

Place:

(Name and signature of First / Sole Shareholder)

*Please note that the Shareholder holding shares in demat form are requested to update their change of address with their DP in the format prescribed by the DP and not with the Bank.*



## FORM FOR EMAIL REGISTRATION/PAN INTIMATION

(for Shareholders holding physical shares only)

To,

**MCS Share Transfer Agent Limited**

**Unit: Bank of Maharashtra**

Office No.002, Ground Floor, Kashiram Jamnadas Bldg.,

5, P.D. Mello Road, Masjid (East), Mumbai 400 009.

Phone: (022) 40206022/23/24 Fax: (022) 40206021

Dear Sir,

I hereby Register/Update my Email ID/Intimate PAN No. as provided below for receiving the Notices, Annual Reports and other communication from the Bank through electronic mode as a part of Green Initiative:

Name of the Sole/First Holder	
Folio No.	
Full Address (with PIN code)	
Email ID	
PAN No.	
Contact Nos.	
Mobile:	
Landline (with STD Code):	

Yours faithfully,

Date:

Place:

(Name and signature of First / Sole Shareholder)

*Please note that the Shareholder holding shares in demat form are requested to update their Email ID with their DP in the format prescribed by the DP and not with the Bank.*