

# INVESTOR COMPLAINT FORM

(Use separate forms for each company or complaint)

(Please select the appropriate item in the Nature of Complaint)

**Note - All fields marked in \* are to be mandatorily filled.**

Dear Sir,

Kindly take up the matter with the company for immediate redressal of my complaint, particulars of which are as under

1. Name and address of investor

(a) *Name of investor	<input type="text"/>		
(b) *Address	Line I	<input type="text"/>	
	Line II	<input type="text"/>	
(c) *City	<input type="text"/>		
(d) *State	<input type="text"/>	(e) *Pin code	<input type="text"/>
(f) *ISO country code	<input type="text"/>		
(g) Country	<input type="text"/>		
(h) Phone	<input type="text"/>	(i) Fax	<input type="text"/>
(j) e-mail ID	<input type="text"/>		

2. (a) \*Corporate identity number (CIN) of company

(b) Global location number (GLN) of company

(c) Name of the company

(d) Address of the registered office of the company

3. \*Nature of complaint
- ☐ Shares or dividend
  - ☐ Debentures or bond
  - ☐ Fixed deposits (non-receipt of amount)
  - ☐ Miscellaneous non-receipt
  - ☐ Non filing of return of cessation of a director in Form 32
  - ☐ Others like complaint of serious nature

(i) Complaint on shares or dividend

- |                                                                 |                                        |
|-----------------------------------------------------------------|----------------------------------------|
| <input type="radio"/> Non receipt of certificate                | <input type="radio"/> Transfer         |
| <input type="radio"/> Conversion                                | <input type="radio"/> Endorsement      |
| <input type="radio"/> Splitting                                 | <input type="radio"/> Dividend warrant |
| <input type="radio"/> Consolidation                             | <input type="radio"/> Bonus            |
| <input type="radio"/> Duplicate on submission of indemnity bond |                                        |

(ii) Complaint on debentures or bond

- |                                                                 |                                         |
|-----------------------------------------------------------------|-----------------------------------------|
| <input type="radio"/> Interest                                  | <input type="radio"/> Redemption amount |
| <input type="radio"/> Transfer                                  | <input type="radio"/> Transmission      |
| <input type="radio"/> Debenture certificate                     | <input type="radio"/> Splitting         |
| <input type="radio"/> Exchange of allotment letter              | <input type="radio"/> Endorsement       |
| <input type="radio"/> Duplicate on submission of indemnity bond |                                         |

(iii) Complaint on fixed deposits (non-receipt of amount)

- |                                                   |                                                                    |
|---------------------------------------------------|--------------------------------------------------------------------|
| <input type="radio"/> Interest                    | <input type="radio"/> Matured amount                               |
| <input type="radio"/> Pre-matured payments        | <input type="radio"/> Payment as per company law board (CLB) order |
| <input type="radio"/> Interest on delayed payment |                                                                    |

(iv) Miscellaneous non-receipt

- |                                                          |                                                         |
|----------------------------------------------------------|---------------------------------------------------------|
| <input type="radio"/> Annual report                      | <input type="radio"/> Offer for rights                  |
| <input type="radio"/> Interest on delayed refund payment | <input type="radio"/> Registration of change in address |
| <input type="radio"/> Any other (specify)                | <input type="radio"/> Interest on delayed payment       |
| <input type="radio"/> Call money                         | <input type="radio"/> Application money                 |

4. (a) Particulars of shares or debentures or fixed deposit or other security (fill in the details in respect of share certificate or debenture certificate or DMAT account or fixed deposit receipt (FDR) or application form or other security)

(b) Period in relation to which the complaint relates

(c) Particulars of the complaint

(d) Other details if any, pertinent to information provided above

5. Particulars of director for whom return of cessation is not filed by the company (These details can be entered only in case date of cessation is on or after 1st July'2007. For date of cessation earlier than 1st July'2007, select option Others as nature of complaint)

(a) Director identification number (DIN)

(b) Name

(c) Father's name

(d) Present residential address

(e) Designation  (f) Date of cessation  (DD/MM/YYYY)

(g) e-mail ID

(h) Reason of cessation

(i) Any other remarks with respect to the above

6. If complaint is not pertaining to items specified above, or if it is of a serious nature, please give information below along with detailed attachments.

Note: 1. For Non-banking finance companies (NBFC), complaints are to be lodged with Reserve Bank of India (RBI).  
2. For listed or plantation companies, complaints are to be lodged with securities and exchange board of India (SEBI).

#### Attachments

1. In case complaint is in respect of non filing of return of cessation of a director, correspondences with the company with respect to the cessation
2. Optional attachment(s) - if any

#### List of attachments

**IM1) IMAGE**

**IM2)** Please fill this field with above IMAGE value