

# UPDATION FORM

To,  
**SKI Capital Services Ltd.**  
718, Dr.Joshi Road  
Karol Bagh, New Delhi-110005.

Dated \_\_\_\_\_

Sub.: Change in Client Master

Ref.: **Trading Account no.** \_\_\_\_\_ **Demat A/c -** \_\_\_\_\_  
**Name of A/c Holder(s) -** \_\_\_\_\_

Dear Sir,

I/ We have a Trading and Demat Account with you. I would like to update the following details in your record. Further I am also enclosing the Xerox copy of the document as a proof of the change.

**(\*All fields should compulsorily filled by account holder\*)**

1. **Mobile No (First Holder)** \_\_\_\_\_ **SMS Flag** \_\_\_\_\_  
**Mobile No (Second Holder)** \_\_\_\_\_ **SMS Flag** \_\_\_\_\_  
2. **Telephone no.** \_\_\_\_\_ (Res)  
(With STD Code)  
3. **Telephone no.** \_\_\_\_\_ (Off)  
(With STD Code)  
4. **E-mail id (First Holder)** \_\_\_\_\_  
**E-mail id (Second Holder)** \_\_\_\_\_

5. **Bank Details:** Bank Account No. \_\_\_\_\_  
Bank Name \_\_\_\_\_  
Branch Address \_\_\_\_\_  
Account Type S.B.A/c / C.A.A/c. / Others \_\_\_\_\_  
MICR Code \_\_\_\_\_ IFSC \_\_\_\_\_

**For Payout (Important)** : **Yes / No** (Tick if the client wish to receive the cheque in future in this Bank account.)

6. **DP Details:** Demat A/c. No. \_\_\_\_\_ DP ID: \_\_\_\_\_  
DP Name : \_\_\_\_\_

7. **Address Details:** \_\_\_\_\_  
Pin Code: \_\_\_\_\_

8. **Date of Birth** : \_\_\_\_\_ 9. **PAN** : \_\_\_\_\_

10. **Aadhar No.** : \_\_\_\_\_ 11. **Mother Name:** \_\_\_\_\_

11. **Occupation/Source of Income:** \_\_\_\_\_ 12. **Annual Income:** \_\_\_\_\_

You are requested to send me/us e-statement on above e-mail ID and discontinue physical statement.

**Kindly Update** : Address Bank Mobile Landline E-mail D.O.B. Aadhaar

Thanking you

Yours Sincerely

**(Signature(s))**

Enclosed: Xerox of the \_\_\_\_\_

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**For Office Use:**

**DP Financial Bal.:** \_\_\_\_\_ **Dr./Cr.** **Trading Financial Bal.:** \_\_\_\_\_ **Dr./Cr**

**Updated on:** \_\_\_\_\_ **email sent on** \_\_\_\_\_ **Signature by Auth.Signatory:** \_\_\_\_\_