



CDC SHARE REGISTRAR SERVICES LIMITED
SHAREHOLDER INFORMATION FORM

Company Name _____

Personal Information

Form with fields: Folio #, Name (As per CNIC), F/H Name #, CNIC #, Address, City, Country, Telephone #, Cell #, Email Address, Zakat Status (Muslim Zakat Payable, *Muslim Zakat Non Payable, *Non-Muslim Zakat Non Payable)

* If opted Zakat Non Payable, please provide CZ-50 (applicable for Muslims) or Solemn Affirmation (applicable for Non-Muslims).

J/H Personal Information (If Any)

Form with fields: Name #, F/H Name #, CNIC #

International Bank Account Number (IBAN) & Bank Details (For credit of cash dividend)

Form with fields: IBAN (with PK indicator), Bank Name, Branch Name, Branch Address & City

Note: Please ensure providing correct IBAN and its title must be on your name. In case of any error or omission in the given IBAN, CDCSR shall not be held responsible in any manner for any loss or delay in cash dividend.

It is also stated that all the information provided above is correct, accordingly, please update the same against my above mentioned folio.

Signature (S/H), Signature (J/H-1), Signature (J/H-2)

Date: _____

Encl: Photocopy of CNIC

Note: Please submit duly filled and signed form along with legible photocopy of valid CNIC to CDC Share Registrar Services Limited, CDC House, 99-B, Block 'B', S.M.C.H.S., Main Shahra-e-Faisal, Karachi-74400, Pakistan.

CDC - Share Registrar Services Limited

Shareholder Verification through physical presence

Office use only

Personal

1. Shareholder personally presented at CDCSR Office Location (Karachi/Lahore/Islamabad) with his/her original CNIC and signed on SIF in presence of official Staff.
2. Shareholder, Title Name appearing in our records verified with his/her available original CNIC.
3. Shareholder's Father / Husband's Name appearing in our records verified with his/her available original CNIC.

CNIC

1. His/Her original CNIC seen.
2. Expiry Date checked.
3. CNIC Number appearing in our records verified with his/her available original CNIC.
4. Content (if available) verified with RTA system.

Share Certificates

1. Original Share Certificate(s) are seen (minimum 10% holding).
2. Share certificate Number and Distinctive Number appearing in our records verified with his/her original available share certificates.

Change of Signature

1. Check signature affixed on SIF with specimen signature available in our records / CNIC.
2. Inquire reason for change of signature (e.g. Urdu to English or major change) If applicable.

Mandatory

1. IBAN available / IBAN Fetch mentioned in submitted this SIF.
2. Cell # available / mentioned in submitted this SIF.
3. Email address available / mentioned in submitted this SIF

Joint Holder(s)

1. Check availability of Joint Shareholder(s) appearing in this Folio.
2. If available, does signature of Joint Shareholder verify with specimen signature in our records.
3. Joint Shareholder CNIC Number available in our records.

Caution

1. Check folio for caution.
2. Check certificates / scrip for caution.
3. Where applicable take necessary action to unmark caution(s).

Initiated By: _____

Verified By: _____