DRAFT LETTER BY PHYSICAL SHAREHOLDER FOR CHANGE OF ADDRESS, BANK MANDATE, CONTACT DETAILS, ETC.

Date: _____

The Manager
CDC Share Registrar Services Limited
CDC House, 99-B, Block –B, S.M.C.H.S, Main
Shahra-e-Faisal,
Karachi-74400.

Dear Sir,

COMPANY NAME: _____

FOLIO #:_____

Please note my new address, bank mandate, contact details, etc. in your records for future correspondence as follows:

Folio # & Name of Shareholder	Old Address / Particulars	New Address / Particulars

Further, please also note my International Bank Account Number (IBAN) under above folio for future dividend payment (if any):

Details International Bank Account	
Title of Bank Account	
International Bank Account Number (IBAN) "**Mandatory"**	P K (24 digits) (IBAN number is accurate and provided after consulting with my respective bank branch, in case of any error/ omission in given IBAN, the company will not be held responsible in any manner for any loss or delay in payment).
Bank's name	
Branch name and address	

Regards,

_____
Signature of Shareholder

Contact Tel/Cell #:_____

Encl: Copy of CNIC