

## FORM OF REQUEST FOR CHANGE OF ADDRESS

Folio No.....

**Integrated Enterprises (India) Ltd**  
**Unit : Ashok Leyland Limited**  
**Kences Towers 2<sup>nd</sup> Floor**  
**No. 1 Ramakrishna Street**  
**North Usman Road T Nagar Chennai - 600017**

I request you to effect change of my address in your records as follows :

My old address as appearing in the Company's records	My current address to be recorded
	<u>Email ID</u>
	<u>STD Code/Phone/Mobile No.</u>

I am enclosing the following documents towards proof of my identification and current address : *(please tick the appropriate boxes and attach the relevant documents to this Form)*

Passport <i>(with signature appearing thereon)</i>	<input type="checkbox"/>	Driving License <i>(with signature appearing thereon)</i>	<input type="checkbox"/>	PAN Card <i>(with signature appearing thereon)</i>	<input type="checkbox"/>
Bank Pass Book/Statement <i>(not more than 2 months old)</i>	<input type="checkbox"/>	Credit Card Statement <i>(latest month)</i>	<input type="checkbox"/>	Electricity/ Telephone bill <i>(not more than 2 months old)</i>	<input type="checkbox"/>

***(Note : At least 2 of the above documents must be submitted, one of which must contain your signature thereon. The documents submitted must be duly signed with banker's attestation thereon.)***

I am also providing below my current bank particulars for your records *(required only if bank particulars were not furnished to the Company earlier or if there is any change)* :

Name of the Bank : \_\_\_\_\_

Address of the Bank : \_\_\_\_\_  
\_\_\_\_\_

Bank Account Number : \_\_\_\_\_

*(Note: Copy of your relevant bank statement or a copy of a blank cancelled cheque leaf pertaining to the given bank account, with your name appearing thereon, must be submitted for verification)*

Yours faithfully,

Name of the First / Sole Shareholder : \_\_\_\_\_

- Note :
- Change of Address will be effected only on receipt of this Form, duly completed, alongwith all requisite documents as mentioned above. Incomplete Form / Form with insufficient documents will not be acted upon and the same will be returned.
  - The signature of the Shareholder as appearing on the Form **must** match with his / her specimen signature on record with the Company.