

**REQUEST LETTER FOR TRANSMISSION OF SHARES**  
(Only for shares held in physical form)

Date:

MCS Share Transfer Agent Ltd.  
**Unit: GAIL (India) Limited**  
F-65, Okhla Industrial Area, Phase-I  
New Delhi - 110020

Dear Sir,

**Sub.: Transmission of Shares**

The following equity shares of GAIL were held in the name of Mr./Mrs./Ms.

Folio No.	No. of equity shares	Distinctive Nos.		Share Certificate No(s).	
		From	To	From	To

Consequent to unfortunate death of Late \_\_\_\_\_ on \_\_\_\_\_, I/we successors/ guardian of successors ( in case of minor) request you to register the abovementioned equity shares in following name(s): -

Mr./Mrs./Ms. (Full Name)	Age	Occupation	Address (with Pincode)	Father's/Husband's Name (Full Name)

Share Certificate(s) in original as per above details along with the following documents are sent herewith:

<b>With Nominee</b>
1. Copy of death certificate duly attested by a Notary Public/Gazetted Officer
2. Self attested Copy of PAN card of the Nominee (for resident of Sikkim copy of PAN card may be substituted with ID proof with their address proof)
3. Self attested-Copy of address proof
<b>Without Nominee - Additional Documents</b>
4. Self attested Copy of address proof
5. Affidavit form on non-judicial stamp paper
6. (i) Succession Certificate(or) Probate of will (or) will (or) Letter of Administration (or) Court decree. In the absence of above documents,  Indemnity form on non-judicial stamp paper- indemnifying the STA/Company <b>AND</b> No Objection Certificate from other legal heir(s) in favour of person claiming the title to _____ shares (or) copy of Family Settlement Deed duly notarized or attested by a Gazetted Officer and executed by all the legal heirs of the deceased holder. <b>{For value of securities upto Rs.2,00,000}</b>
(ii) Succession Certificate(or) Probate of will (or) Letter of Administration (or) Court decree. <b>{For value of securities more than Rs.2,00,000}</b>

Specimen Signature of Successor/legal heirs/nominee

1. \_\_\_\_\_
2. \_\_\_\_\_

[Name & Address of Legal Heir(s)]