

Dear Sir,

- Please issue me/us a new modified Delivery Instruction Book containing 10 instruction slips. The old DIS Book/un-used slip nos from _____ to _____ are attached herewith for cancellation due to the provisions of Communique 989 dated November 13, 2007 issued by CDSL.

(Please tick mark only those column which is the applicable for you)

- I have lost / stolen / and not traceable / others my existing DIS booklet. Please issue me new DIS and cancelled my existing slip no from _____ to _____. Here I have enclosed my photo identity proof with self certified along with this DIS requisition letter for your requirement.

BO ID	1	2	0	2	3	0	0	0									
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Client Name: 1) _____
 2) _____
 3) _____

Signatures: 1) _____
 2) _____
 3) _____

Note: If client have old delivery instruction slip, they can approach for new DIS to DP with signed by the above letter along with valid identity proof. It should be self certified by the BO

Proof of identity

1. PAN card with photo proof
2. Voter card
3. Driving license (Check expiry date of DL)
4. Passport (Check expiry date)

BO can produce any one identity proof from above mentioned list at the time of submitting request to DP for new DIS.