

.....**Limited**

**Stamp Duty File No.** .....

**(TIN No. .... Unit .....)**

**Transfer of Shares**

We/I.....  
(Name of Transferor) of .....  
.....(Address) holding NIC No./Passport No. ....  
do hereby transfer to .....  
(Name of Transferee) of .....  
.....(Address) holding NIC No./Passport No .....  
.....(No. of Shares) shares numbered .....  
in above company named .....  
for a consideration of Rs...../- (in words).....

Transferor/s .....  
Signature .....

Transferee/s .....  
Signature .....

Date : .....

As witness our hands, on the .....  
day of ..... 20.....  
signed in the presence of

.....  
Signature of Witness

.....  
Name of Witness  
.....  
NIC / Passport No.

.....  
Address of Witness

.....  
Signature of Witness

.....  
Name of Witness  
.....  
NIC / Passport No.

.....  
Address of Witness

**Transfer of Shares (for office use only)**

Value of a share (on net assets basis) as at .....  
Rs. ....  
Net Assets as at .....  
No. of Shares as at .....

.....  
Date

.....  
Signature of the Deputy Commissioner/  
Assistant Commissioner

**For Endorsement**

**Submit the following Documents with your application before two weeks of stamping**

- (1) 3 Copies of the Transfer of Shares Application
- (2) Get the value per share from the Income Tax File
- (3) Transfer Agreement/ Project Report/ Valuation Report for the Assets.
- (4) Final Accounts for the year 2012/2013, 2013/2014, .....
- (5) NIC Photo Copies – Transferor & Witnesses (Self Certified)
- (6) Authorized letter issued by the transferor to the representative