

Form No. SH-14
Cancellation or Variation of Nomination

[Pursuant to sub-section (3) of section 72 of the Companies Act, 2013 and rule 19(9) of the Companies (Share Capital and Debentures) Rules 2014]

R. C. A. LIMITED
10, MIDDLETON ROW
KOLKATA – 700 071

I/We _____ residing at _____ hereby cancel the nomination(s) made by me/us in favor of _____ residing at _____ (name and address of the nominee) in respect of the below mentioned securities.

Or

I/We, _____ residing at _____ hereby nominate the following person in place of _____ as nominee in respect of the below mentioned securities in whom shall vest all rights in respect of such securities in the event of my/our death.

1) Particulars of the Securities (in respect of which nomination is being cancelled/ varied)

Nature of Securities	Folio No.	No. of Securities	Certificate No.	Distinctive No.	
				Form	To

2) Particulars of New Nominee

Name:		Date of Birth : __/__/__		Please affix recent passport size photograph of the Nominee signed across
Father's / Mother's/ Spouse's name :		Occupation:	Nationality:	
E-mail id:				
Phone No :	Relationship with the security holder:			
Address : _____ _____ _____ Pin code _____				
				Signature of the Nominee

3) In case New Nominee is a Minor

Date of birth: __/__/__	Date of attaining Majority __/__/__	Name of guardian:
Address of guardian : _____		Pin code _____

Name of the Security Holder(s)	Signature
1.	
2.	
3.	
Name of Witness	Signature of Witness with date
Address of Witness : _____ _____ _____ Pin code _____	
Place :	Date : __/__/__

Please fill this form in Duplicate after carefully reading the instruction given below :

1. The nomination made earlier can be cancelled and new Nomination can be made by individual's only holdings shares singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership firm, Karta of Hindu Undivided Family and Power of Attorney holder cannot nominate.
2. The nominee shall not be a Trust, Society, Body Corporate, Partnership firm, Karta of Hindu Undivided Family and power of attorney holder.
3. The shareholder[s] can nominate a minor as a nominee and in that event the name and address of the guardian shall be provided.
4. As per section 72 of Companies Act 2013, if the shares are held by more than one person jointly, then the joint holders may together nominate a person to whom all the rights in the shares of the Company shall vest, in the event of death of all the joint holders.
5. If the shares are held jointly, subsequent to the death of anyone of the holders, the shares would not be registered in favour of the nominee but would be transferred in the name of the surviving shareholders.
6. The form filled in **duplicate** should be lodged with the Registrar and Share transfer Agent of the Company i.e. **M/s. Maheshwari Datamatics Pvt. Ltd.**, 6, Mango Lane, 2nd Floor, Kolkata – 700001. The Registrar will return one copy of the form to the shareholder after registering the nomination. The registration number allotted will be furnished in the said form. For shares held in electronic mode nomination is required to be filed with the Depository Participant.
7. Nomination stands cancelled whenever the shares in the given folio are transferred/ dematerialized. Also in case of change in folio due to consolidation/ transmission a new nomination has to be filed.
8. Kindly note that the nomination being a legal document should be dated by the nominator and the witness should certify that the nominator has signed the form in their presence. Furthermore the date of execution on the nomination Form should match with the date of witness, witnessing the document.
9. Affixing photograph of the nominee is not mandatory and if affixed the nominee should sign across the photograph.

FOR OFFICE USE ONLY		
Nomination Registration No.	Date of Registration	Checked by and signature of Employee