

Online Account Closure Application

This document will provide step by step guidance to the client of intermediaries for making online account closure application.

Applicants need to click on the online account closure link provided on DP's website. After accessing DP's website applicants need to follow below mentioned steps to complete the closure application.

- 1 Enter your DP Id, Client Id, applicant name and valid email Id & mobile number. Enter the OTPs received on mobile & email id and click on validate OTP.

The screenshot shows a web application interface for account closure. At the top, there is a purple header bar with 'Company Logo 36'. Below the header, on the left, is a purple sidebar with two buttons: 'NEW CUSTOMER' and 'RESUME APPLICATION'. The main content area is white and contains several input fields and buttons. The fields are: '12017500', '00000099', 'POONAM PRAVIN BHOLE', 'POONAM B...', and '77...'. There are two buttons: 'PROCESS' and 'RESEND OTP'. Below these, there are two more input fields: '46B697' and 'BB4036'. A 'VALIDATE OTP' button is highlighted with a red border. At the bottom, there is a purple footer bar with '© 2022 - Powered By: [Logo]'.

- 2 Applicants need to enter his address details and select the account closing reason from the drop-down list. If the reason is something different than what is available in the dropdown list, then applicant can select 'user defined text' option. After that the text field will get enabled where he can enter the reason.

Here, applicant will get the application reference number which starts from D000... which he can use to resume his application if he is not able to complete it in first attempt.

Applicants need to select the balance option from the dropdown list. After that, upload the signature and CMR (whichever is applicable).

The screenshot shows the second step of the application process. At the top, there is a purple header bar with 'Company Logo 36'. Below the header, the main content area is white and contains a form. The form has a greeting: 'Dear POONAM PRAVIN BHOLE. Your reference number is : D00020108'. The form fields are: 'A-202, SADAN VIHAR, NARAYAN PETH', 'SECTOR-28, MUMBAI', 'MAHARASHTRA', 'ANDHERI', '401209', 'USER DEFINED TEXT', 'TRADING IS NOT ALLOWED IN THE ORGANISATION I AM WORKING WITH', 'NOT APPLICABLE AS NO HOLDINGS.', 'UPLOAD SIGN SAMPLE FILE- SIG...RE_SPECIMEN.JPG', 'UPLOAD SIGN', and 'VIEW SIGN'. There are two buttons: 'UPLOAD SIGN' and 'VIEW SIGN'. At the bottom, there is a purple footer bar with '© 2022 - Powered By: [Logo]'.

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- 3 Applicant need to tick on the confirmation box and the terms & conditions box. By selecting the mobile or email option, applicant give consent to the e-sign service provider to provide the e-signed closure application form on email. Tick terms & conditions box and click on submit.

The screenshot shows a web form for "Company Logo 36". At the top, there are buttons for "UPLOAD SIGN" (with a sample file "SAMPLE FILE- SIG...RE_SPECIMEN.JPG"), "UPLOAD SIGN" (with an information icon), and "VIEW SIGN". Below these, there is a checkbox for "I confirm that there is no pledge, freeze and pending demat cases in my account." followed by six numbered instructions: 1. You will be redirected to the eSign Service Provider's (ESP) portal to complete Digital Signature Process. 2. ESP shall complete user validation on their portal through OTP validation before initiating to eSign process. 3. Keep your Aadhaar number/ Virtual ID ready to enter in the eSign portal. You will receive OTP on your Aadhaar registered mobile number and email id. 4. ESP shall contain consent to initiate OTP based Aadhaar authentication and download your details from UIDAI as a part of Digital Signature Process. 5. Once eSign is completed successfully, you will redirect back to Company 36 to complete investment process. 6. KYC application is incomplete if not eSigned and is liable to be rejected. Below the instructions, there is a statement "I would like to eSign the Document via Digio eSign provider by using identification as" followed by a dropdown menu currently set to "Mobile". There is also a checkbox for "I agree to the [Terms and Conditions](#)". At the bottom left, there is a "SUBMIT" button. The footer of the page says "© 2022 - Powered By" followed by a logo.

- 4 Applicants need to enter the security code received on mobile/email id and click on submit.

The screenshot shows a "digio" security code verification screen. It says "Secured by digio" in the top right corner. The main heading is "Security code sent to" followed by a phone number "+91-77-XXXXXX". Below this, there is a "Security Code" label and a text input field containing "728727". Under the input field, there is a link "Didn't receive code? Resend in 00:11" and a note "Security code is valid for 10 minutes only". At the bottom, there is a "Submit" button.

- 5 Here applicant can preview the application and click on sign now to proceed for e-signing.

Online Account Closure Application

digio

Secured by digio

D00020105

Company Logo 

Account Closure Request Form - Account 101

Application #

D00020105

Date

28-06-2023 10:44:06

Closure Initiated by

☒ BO ☐ DP ☐ CDSL

To

Company 36

MUMBAI/MAHARASHTRA

Dear Sir /Madam,

I/We the Sole Holder / Joint Holders / Guardian (in case of Minor) / Closing Member request you to close my / our account with you from the date of this application. The details of my/our account are given below:

Account Holder's Details

Dp Id

D017580

Client Id

00000000

Name of the First / Sole Holder

POONAM PRAVIN BHOSLE

Name of the Second Holder

Name of the Third Holder

Address for

A-201, SADAN VIHAR, NARAYAN PETH SECTOR-24, MUMBAI

DP_CLOSURE_FORM_20230...

By continuing, I agree to do eKYC using Aadhaar to eSign with one of ESPs (NSDL e-Gov or CDSL) Digio is registered as ASP

Cancel

Sign Now

6 Here user must give his consent for the e-signing the document and enter his 12-digit Aadhaar number.



Digitech Solutions Private Limited has requested to Digitally sign the document

Transaction ID: ESIGN:230628104448494TCJ574VYLPFBX5VH11X88ET3O8Q5A dated 2023-06-28T10:44:48

Please click on the checkbox and enter Aadhaar/Virtual ID

☒ I hereby authorize Protean eGov Technologies Limited (formerly NSDL e-Governance Infrastructure Limited) to –

1. Use my Aadhaar / Virtual ID details (as applicable) **eSign of documents requested using Digio - a Digital Transaction Management platform for/with Digitech Solutions Private Limited** and authenticate my identity through the Aadhaar Authentication system (Aadhaar based e-KYC services of UIDAI) in accordance with the provisions of the Aadhaar (Targeted Delivery of Financial and other Subsidies, Benefits and Services) Act, 2016 and the allied rules and regulations notified thereunder and for no other purpose.

2. Authenticate my Aadhaar / Virtual ID through OTP or Biometric for authenticating my identity through the Aadhaar Authentication system for obtaining my e-KYC through Aadhaar based e-KYC services of UIDAI and use my Photo and Demographic details (Name, Gender, Date of Birth and Address) **eSign of documents requested using Digio - a Digital Transaction Management platform for/with Digitech Solutions Private Limited.**

3. I understand that Security and confidentiality of personal identity data provided, for the purpose of Aadhaar based authentication is ensured by Protean eGov Technologies Limited and the data will be stored by Protean eGov Technologies Limited till such time as mentioned in guidelines from UIDAI from time to time.

VID/Aadhaar:

SEND OTP

CANCEL

NSDL e-Gov is now



[Click Here to generate Virtual ID.](#) [Download Instructions to generate Virtual ID in lieu of Aadhaar.](#)

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7 After entering a 12-digit Aadhaar number, applicant will receive an OTP on mobile number which is linked with Aadhaar. After entering the OTP, click on verify OTP. After clicking on ‘verify OTP’ user will receive an email containing closure form in the pdf format. applicant can download the same.



Digitech Solutions Private Limited has requested to Digitally sign the document

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ENTER OTP :

Verify OTP

Cancel

NSDL e-Gov is now



Success! otp sent on registered mobile/email id.

[Click Here to generate Virtual ID.](#) [Download Instructions to generate Virtual ID in lieu of Aadhaar.](#)

Please do not press "Submit" button once again or the "Refresh" or "Back" buttons.