

Step for Account Closure of Trading and Demat

Trading/ Demat account can be Close either online or off-line detailed write-up on the process is given below:

A. Procedure for Off-line/ Physical Account Closing:

1. Obtain account Closing Form from the Head Office, Branch, Authorized Person or download the same from Website.
2. Fill the required details as indicated in the each field.
3. Submit the form along with required documentary proofs duly signed, stamped and complete in all respect
4. If the information is correct, account shall be Close. Discrepancies or shortcoming shall be communicated for rectification and reconsideration

B. Procedure for On-line Account Closing:

1. Login to website "www.shreetisai.com"
2. Select "Account Closing" option to start the account closing process
3. Verify the BO or UCC account number through OTP
4. Submit OTP and select the reason to process further
5. Select option given below either you want to close i) Trading Account ii) Demat Account iii) Both Trading and Demat account.
6. Upload signature if you don't have stocks in your demat account click on "**Submit Signature**" option
7. If you have Holding in your demat account you put detail of given below in process below and upload CML copy and click on "**Submit Signature**" option

Please check process flow is given below for online account closing



Closure

Enter Client Id

Reasons (Optional)

--Select Reason--

CHECK ELIGIBILITY

Note:

- This link is for individual account only, please contact your branch/rm for further processing your request.
- Client will be able to close the demat account without mandatorily giving any reasons.
- This Eligibility will ensure whether account's holding and ledger is free or not.
- Client would have to upload the scan or photograph of wet / Ink signature along with Client Master Report (CMR) of the target account digitally signed by the official of the target DP.



Closure



Reasons for Closing the Account(Optional)

--Select Reason--

--Select Reason--

Not interested in trading

Not happy with the services

Statutory / Regulatory Reasons

- This link is for individual account only, please contact your branch/m for further processing your request.
- Client will be able to close the demat account without mandatorily giving any reasons.
- This Eligibility will ensure whether account's holding and ledger is free or not.
- Client would have to upload the scan or photograph of wet / Ink signature along with Client Master Report (CMR) of the target account digitally signed by the official of the target DP.

Closure

Reasons for Closing the Account(Optional)

Enter OTP (* OTP sent on your mobile number & email id)

Resend in 119s...


CLIENT LOGIN

Note:

- This link is for individual account only, please contact your branch/rm for further processing your request.
- Client will be able to close the demat account without mandatorily giving any reasons.
- This Eligibility will ensure whether account's holding and ledger is free or not.
- Client would have to upload the scan or photograph of wet / Ink signature along with Client Master Report (CMR) of the target account digitally signed by the official of the target DP



Logout



Information

Name	<input type="text"/>	Client Code	<input type="text"/>
DP ID	12078500	Pan Number	<input type="text"/>

Please select which account to close :

Trading account Demat account Both Trading & Demat Accounts

**If there are holdings in your account, provide CMR copy for account transfer(On the next Step)*

[Proceed to close Account](#)



Logout

Upload Documents

Signature

Browse... No file Selected

Transfer security balances to own account or another account as per details given below:

Submit Signature

Upload Documents

Signature

Browse... No file Selected

Transfer security balances to own account or another account as per details given below:

Select Depository:

CDSL

Enter CDSL Code (16 digits):

Enter 16-digits number

CMR Upload:

Choose File No file chosen

*If there are holdings in your account, provide CMR copy for account transfer
*Your request for closure of Demat and/or Trading Account are subject to verifications.
The request for account closure includes target Demat account details where the client intends to transfer the securities balance.

Submit Signature