Procedure for Transmission and Name Deletion in the name of Successor

1. Duly signed Request letter
2. Original Bond certificate
3. Annexure D, E and F
4. Copy of Death certificate duly attested by the Notary / Gazette Officer.
5. Signature of Legal heir duly attested by the Bank manager, form ISR2
6. Copy of PAN card & Household card / Address proof to be attested by Gazette officer or Notary public
7. Certified copy of succession certificate or probated will or letter of administration. (If amount more than 5 Lakhs)
8. Family certificate
9. Personalized Cancelled cheque
10. ISR-1, ISR-2, ISR-4.
11. DCRF (Demat Conversion Request Form)
12. Latest CML (Client Master List) copy
1. Investor's signatures and DP authentication on both the DCRF and CML copy
2. Unclaimed dividend warrants, if any

The hard copy of the above documents is required to be sent to:

To,
The Manager
KFin Technologies Limited
(Unit: Indian Railway Finance Corporation Limited)
Selenium Tower B, Plot No. 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500032

Please visit to the below link to download the forms:
https://ris.kfintech.com/clientservices/isc/isrforms.aspx

Note: Please send physical documents, scan copies not accepted.

In case of any queries feel free to contact the following:
RTA Contact Details
Toll Free Number: 1800 309 4001
Email: einward.ris@kfintech.com

IRFC Investor Cell
Contact Number: 011-24361480
Email: irfcbonds2@irfc.co.in
Website: https://irfc.co.in