<<on the letterhead of the private limited company>>

To,
<<Name of DP>>
<<Address>>

Sub: Confirmation for transaction in shares

Dear Sir / Madam,

This is with reference to the request from shareholder(s) for transfer of the shares of the company as per details given below, we hereby wish to inform you that the said transfer(s) is/are in accordance with the provisions stipulated under Companies Act, 2013 and necessary approvals have been obtained by the company for the same.

Sr. No.	Source DP ID	Source Client ID	Name of holder(s)	PAN of holder(s)	Target DP ID	Target Client ID	Name of holder(s)	PAN of holder(s)	ISIN	Quantity to be transferred	Reason for Transfer

We hereby request you to execute the said transfer(s) as per above mentioned details.

Yours faithfully,

For and on behalf of <Name of Company>

Company Secretary / Managing Director / Authorised Signatory