**ON THE LETTER HEAD OF IN-HOUSE RTA**

We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, will be acting as Registrar and Transfer Agent (RTA) for the purpose of availing depository services as an issuer by our group company(ies) viz \_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_.

We further confirm that we will ensure that the total number of folios for all the issuers where we will be acting as in-house RTA will not exceed the limit of one lakh.

Yours faithfully,

**For (Name of the In-house RTA)**

**(Signature)**

**Designation**