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## INSTRUCTIONS

### INSTRUCTIONS FOR INVESTORS

- 1) Application Forms must be completed in **BLOCK LETTERS IN ENGLISH**. A blank space must be left between two or more parts of the name.
- 2) Minimum investment-2 bonds of Rs. 10000/- each and maximum investment-500 Bonds amounting to Rs. 50 lakhs in a financial year.
- 3) a) Investors are required to submit the Application Form duly filled along with either a Demand Draft or account payee Cheque payable in favour of **"REC Ltd- 54EC" or "Rural Electrification Corporation Limited - 54EC Bonds"** along with necessary enclosures at the designated branches of collecting banks- **Axis Bank, Canara Bank, HDFC Bank, ICICI Bank, IDBI Bank, IndusInd Bank or Union Bank**.  
b) Applicant's name, address and application number should be mentioned on the reverse of the Cheque/ Demand Draft. Cash, Money Orders or Postal Orders will **NOT** be accepted.  
c) For details of designated bank branches, please refer Information Memorandum (IM) at our website: [www.recindia.com](http://www.recindia.com).  
d) Investors are advised to fill up complete details of their bank particulars along with a cancelled cheque, in their own interest. In absence of such information, the interest & redemption warrants shall be mailed at given address at applicant's sole risk.
- 4) Application once submitted cannot be withdrawn and subscription amount will not be refunded as per IM.
- 5) In case neither the PAN nor the GIR No. has been allotted, or the Applicant is not assessed to income tax, the appropriate information should be mentioned in the space provided. In case the investor has applied for and not yet been allotted the PAN/GIR No. then he is required to furnish a copy of the acknowledged Form 49A. In case the investor is applying through a demand draft and PAN/GIR No. has not been allotted, a declaration in Form 60 to be furnished mandatorily.
- 6) In case of application under the Power of Attorney or by Limited Companies or other corporate bodies, a certified copy of the Power of Attorney or a copy of the approval of the relevant authority, as the case may be should be submitted along with the Application Form.
- 7) In case a partnership firm makes investments, the application is required to be made in the name of the partnership firm and the application form can be signed by any partner(s) authorized to do in this behalf and affixing a rubber stamp of the firm.
- 8) REC is entitled, at its sole and absolute discretion, to accept or reject any application, in part or in full, without assigning any reason. An Application Form that is not complete in all respect may be rejected by REC.
- 9) It is advisable that investor keeps a **photocopy of the application form** and mentions his/her **mobile number, email ID** in the application form.
- 10) In case of Bonds allotted under Demat Mode, the demographic details will be picked up from the DPID/ CLIENT ID i.e., Payment warrants would be prepared in favour of sole/ first applicant and issued as per the details identified by the Bondholder's Demat Account. Therefore, Bank particulars in the Application Form should match with the bank details provided in the Demat Account.
- 11) **As a matter of precaution against possible fraudulent encashment of interest/redemption warrants due to loss/ misplacement, applicants are requested to mention the full particulars of their bank account, as specified in the Application Form. In case, where the investor applies for bonds under Physical Mode, all the Payment Warrants will be issued as per the details captured in the Register of Bondholders and any discrepancy arising due to wrong information furnished in the application form shall be at the applicant's sole risk.**
- 12) **ISSUE HIGHLIGHTS: Interest rate is 5.00%** payable annually on June 30th. Lock in period is of **5 years** (No transfer/premature redemption is permitted). The Bonds will automatically redeem after expiry of five years without surrender of bond certificate. Bonds are AAA rated by CRISIL, CARE and ICRA.
- 13) The date of credit of application money to REC's account shall be the deciding date for allotment of bonds. Certificate shall be dispatched within 45 days of credit of application money in REC's account.
- 14) Interest/Redemption shall be paid by way of warrant/NECS/RTGS/NEFT payable at par. Interest is payable annually on 30th June every year till date of redemption.
- 15) Vide notification No. 359/2002 dated 2<sup>nd</sup> December, 2002, REC has been **exempted from deduction of tax at source** under section 193 of the Income Tax Act 1961, on the interest payable on REC 54 EC Capital Gain Tax Exemption Bonds.
- 16) REC reserves the right to revise the coupon rate and/or close the issue by giving a notice. All applications submitted but not accepted by REC would be returned by REC to the applicant without any interest.
- 17) For status of allotment/ servicing or any other details, please visit <http://www.recindia.nic.in/capital-gain-tax-exemption> or contact our RTA/ REC Investors Services Cell at 011-43091527 or 011-24361320.

## **DOCUMENTS REQUIRED**

1. Self-attested copy of PAN Card (In case of Joint application, self-attested PAN copy of all the applicants) OR Form 60 (in case of NO PAN).
2. Cancelled Cheque for payment of interest/redemption through NEFT/RTGS facility.
3. Other documents as applicable below:

### **(i) Resident Indian Nationals**

Documents in support of Name and Address (copies attested by Gazetted Officer/Notary/Self Attested in case of Individual only)

Any ONE of the following for address proof:

- a) AADHAAR Card (Mandatory in case of NO PAN)
- b) Passport/Driving License
- c) Identify Card issued by any Government Institution
- d) Copy of the electricity bill or Gas connection showing residential address
- e) Any document or communication issued by any authority of the Central Government, State Government or local bodies showing residential address
- f) Voters Identity card
- g) Ration Card
- h) Bank Passbook with address and latest transactions updated

### **(ii) NRIs/ Other foreign eligible investor**

- a) Passport (Mandatory), and
- b) Driving License

### **(iii) Corporate-Investor**

All documents (as applicable) attested by Company Secretary/Director

- a) Certificate of incorporation and Memorandum & Articles of Association
- b) Resolution of the Board of Directors and identification of those who have authority to operate
- c) Power of Attorney granted to its managers, officers or employees to transact business, on its behalf
- d) Copy of PAN/PAN Allotment letter.

### **(iv) Partnership Firms-Investor**

All documents (as applicable) attested by any Partner/Notary

- a) Registration certificate, if registered
- b) Partnership deed
- c) Power of Attorney granted to a partner or an employee of the firm to transact business on its behalf
- d) Any officially valid document identifying the partners and the persons holding the Power of Attorney and their addresses
- e) Telephone bill in the name of firm/partners
- f) Copy of PAN/PAN Allotment letter.

### **(v) Trust & Foundations-Investor**

All documents (as applicable) attested by Trustee/Notary

- a) Certificate of registration, if registered
- b) Power of Attorney granted to transact business on its behalf
- c) Any officially valid document to identify the Trustees, Settlers, Beneficiaries and those holding Power of Attorney, Founders/Managers/ Directors and their addresses
- d) Resolution of the managing body of the Foundation/Association
- e) Telephone bill
- f) Copy of PAN/PAN Allotment letter (otherwise exemption certificate issued by IT Authorities)