

As per IEPF Rules, any person whose unclaimed or unpaid dividend amount and shares have been transferred by the Company to IEPF, may claim their unclaimed or unpaid amount and/or shares directly from the IEPF Authority by submitting an online application in Form IEPF-5. Shareholders may note that the shares/dividend transferred to IEPF can be claimed by making an application to the Authority in Form IEPF 5 (to be filed online) at the following link:

<https://www.mca.gov.in/content/mca/global/en/foportal/fologin.html>.

Claimant(s)/ Shareholder(s) are advised to approach to the Company/ Company's Registrar and Transfer Agent, MUFG Intime India Private Limited (Formerly known as Link Intime India Private Limited) ("RTA") for issue of Entitlement letter along with all the required documents before filing of IEPF-5 claim form with IEPF Authority.

For Filing Form IEPF -5

1. **Visit the MCA Portal**

Shareholders are requested to register themselves on the MCA portal under following link by registering them through Sign Up (new users) or Sign In at the MCA website at:
<https://www.mca.gov.in/content/mca/global/en/foportal/fologin.html>

2. **Fill in the IEPF-5 Claim Form**

Enter all required details related to your personal information, unclaimed dividend, and shares transferred to IEPF.

Navigate to: **MCA Services → Company E-Filing → IEPF Services**

3. **Download the Acknowledgment**

After submission, download and print the acknowledgment for further correspondence with the Company/RTA as per the IEPF guidelines.

The complete process and step-by-step guidance on how to fill out the form for your easy reference is provided herewith.

Ministry of Corporate Affairs



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Company e-Filing Form IEPF-5

Start



Overview

Application to the Authority for claiming unpaid amounts and shares out of Investor Education and Protection Fund (IEPF).



Objectives

The objective of Company e-Filing Form IEPF-5:



- To make application to the Authority for claiming unpaid amounts and shares out of Investor Education and Protection Fund (IEPF) process simplified.



Company Form IEPF-5

Laws Governing the Company Form IEPF-5

The Company Form IEPF-5 is pursuant to Section 125(3) of the Companies Act 2013 and Rule 7 of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016.



- The e-Filing Form IEPF-5 aims to simplify the process for filing application to the IEPF Authority for claiming unpaid amounts and shares out of Investor Education and Protection Fund (IEPF). The person in respect of whom any amount is transferred to the IEPF, can make an application by filing webform IEPF-5 with the IEPF authority set up by MCA that shall further process the application. Application can also be made by any legal representative of the deceased person. IEPF authority may seek necessary clarifications from the concerned company / bank.



Company Form IEPF-5

Steps to access IEPF-5 Form

The screenshot shows the MCA21 portal interface. The top navigation bar includes 'My Workspace', 'My Application', 'MCA Services', 'Additional Services', 'Data & Reports', 'E-Consultation', and 'Help & FAQs'. The 'MCA Services' menu is expanded, showing a list of services. 'Company e-Filing' is highlighted. A sub-menu for 'Company e-Filing' is also expanded, showing various services. 'IEPF Services' is highlighted. A further sub-menu for 'IEPF Services' is expanded, showing various IEPF forms. 'IEPF-5 Web form - Claiming unpaid amounts and shares' is highlighted.

Share New Ideas for a New India with you

Mann Baad

5th August 2024

1800 11 7800

main open from 6th - 2

opened from 01st Apr 2024 to 01st Aug 2024 as compared to 83,361 Incorporations for the same period in prev

My Workspace My Application **MCA Services** Additional Services Data & Reports E-Consultation Help & FAQs

DSC Services (Related to V2 DSC Association)
DIN Services
Master Data
LLP e-Filing
FO Services
LLP Services
Company e-Filing
Complaints
Document Related Services
Fee And Payment Services
Investor Services
ID Databank services
Track SRN transaction Status
Address For Sending Physical Copy of G.A.R 33
Public Search of Trademark
Public Notices (STK-6) U/s 248(2)-Companies Act, 2013
Registration Request for External Agencies and bank/FI officials
Request for change in Master Data
Enforcement Work-Items
Application for MHA Security Clearance
STK-2 Letter View
XBRL V3
LLP Form-24 Letter View
CG Approval

Incorporation Services
DIN Related Forms
Charges Related fillings
Deposits
Informational Services
Change Services
Compliance Services
Approval Services (Regional Director)
Approval Services (Registrar of Companies)
Approval Services (Headquarters)
Annual Filings
Nidhi Services
Foreign Company Services
Investor Services
IEPF Services
Companies Act 1956 Forms
DIN Related Filings
1956 act related fillings
Refund - Refund form
LEAP-1

IEPF-1 - Statement of amounts credited/Transfer of amounts
IEPF-1A - Statement of amounts credited
IEPF-2 - Statement of unclaimed/unpaid amounts
IEPF-4 - Statement of shares and unclaimed/unpaid amounts
IEPF-5 - E-verification report
IEPF-5 Web form - Claiming unpaid amounts and shares

1

Go to the MCA Services menu of the menu navigation bar

2

Go to Company e-Filing

3

Go to IEPF Services

4

Go to IEPF-5 Web form-Claiming unpaid amounts and shares



Company Form IEPF-5

Login to access Company Form IEPF-5

Font Size



A



Language

English



Sign In/Sign Up

- The top navigation bar contains a Sign In/Sign Up tab for user's registration and login to the website.
- Once a user logs in to the MCA website, they can access MCA services such as uploading E-Forms, make payments, and annual E-Filing using My Workspace.

Skip to Main Content Sitemap

Theme Light Font Size + A - Language English Sign In/Sign Up

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Search

MCA User Login / Registration

Welcome to MCA
User ID
(CIN/LLPIN/FCRN for Company/LLP and Email ID for other users)

TESTTEST@TESTTT.COM [Forgot User ID ?](#)

Password
***** [Forgot Password ?](#)

Captcha:
Refresh Captcha

Enter the Value: 66

Validate Captcha

Login for V3 Filing

Register

Login for V2 Filing

ENHANCED USER-EXPERIENCE
QUICK AUTHORIZATION
EASY E-FILING
SERVICE INTEGRATION
EASE OF DOING BUSINESS
SECURED LOGIN
IMPROVED ACCESSIBILITY



Company Form IEPF-5

e-Filing Form IEPF-5

All fields marked in * are mandatory

Applicant details Edit

Particulars of the applicant

1 (a) *Category of Applicant
☒ Individual ☐ Entity

Individual's details

(b) First Name
Rosita

(c) Middle Name
Enter Here

(d) Last Name
Sonkusre

(e) Father's First Name
Enter Here

(f) Father's Middle Name
Enter Here

(g) Father's Last Name
Minj

(h) *Date of Birth (DD/MM/YYYY)
13/12/1981

Contact Details of Applicant(*Please enter +91 before entering 10 digit mobile number if mobile number belongs to India*)

(m) * Address of the applicant
Noida

(n) Phone number
Enter Here

(o) *Mobile Number (with Country code)
919810338109

Send OTP Re send OTP

(p) *Enter OTP for Mobile Number
1729

(q) *E-mail ID
rosita.sonkusre@hpe.com

(r) *Enter OTP for E-mail ID
9780

Verify OTP Send OTP Re send OTP Verify OTP

Aadhaar is mandatory in case of resident individual

(s) Aadhaar Number
586023121200

(s) (i) *Aadhaar Card of the claimant and if joint holders are there, copy of Aadhaar card of all joint holders
Max 2 MB Choose File
Test data.pdf

(t) Passport, OCI and PIO card number in case of foreigners and NRI
Enter Here

(u) *PAN of the applicant
APOP4249N

Verify PAN
Pan Validated Successfully.

- Enter applicant details.
- Enter Individual/Entity details.
- Enter Contact Details of Applicant.
- Aadhaar Card of the claimant and if joint holders are there, copy of Aadhaar card of all joint holders
- Enter PAN of the applicant.
- Enter CIN or Company Name to find the CIN.
- Click on Next button to proceed.

Company Form IEPF-5

e-Filing Form IEPF-5

Company /Bank details

2 *Particulars of the company from which the amount is due

(a) *Corporate Identity number (CIN) of company / Bank Corporate Identification number (BCIN)

L25209GJ1992PLC017791

(b) *Name of the company/bank

NARMADA MACPLAST DRIP IRRIGATION S*

(c) *Address of the registered office of the company/bank

PLOT NO.119-120,SANTEJ VADSAR ROAD N

(d) *Email ID of the company/bank

*****test.com

3(a) *Is it a case covered under rule 7(8) & 7(9) of IEPF Rules, 2016

☐ Yes ☒ No

Details of the Claim

4. *Type of Claim

☒ Amount ☐ Amount and Shares

Details of amount claimed

6 (a) Number of claims

1

(b) Year wise details of securities/deposits for which the amount is claimed

S.No.	Type of claim (Unpaid dividend/ Application money due for refund/ Matured deposits/ Matured debentures/ Other	Type of Holding (Physical / Demat)	Folio No. from which transfer has been made to IEPF	Complete Demat account number from which transfer has been made to IEPF	Amount Of The Claim	Financial Year to which claim relates	Reason for non-receipt/non-encashment of the instrument of payment
1	Unpaid dividend	Phy:	24		100	2017-2018	
			Total		100		

7 Refund Account Details (Details of Bank account in which refund shall be credited)

(a) *Bank account number

1972015022398

(b) *Bank Name

ICICI BANK

(c) *IFSC Code

ICIC0001972

(d) *Bank Branch

NOIDA

Save

Next

- Enter Corporate Identity Number (CIN) / Bank Corporate Identification number (BCIN).
- Enter Type of claim and Detail of amount claimed.
- Enter Refund Account Details.
- Click on Next button to proceed.



Company Form IEPF-5

e-Filing Form IEPF-5

Attachment

(a) *Client Master List of De-mat A/c of the claimant / Transaction statement for demat holding

Max 2 MB

Choose File

Test data.pdf

(b) *Proof of entitlement (Entitlement letter issued by company/Bonds/Debentures/Fixed Deposit receipts/Certificate of share/Interest warrant/Dividend warrant, Application No./Statement of transaction, documents for loss of original share certificates as per rules etc.)

Max 2 MB

Choose File

Test data.pdf

(c) *Bank cheque copy

Max 2 MB

Choose File

Test data.pdf

(d) Optional Attachment

Max 2 MB

Choose file

Declaration

I declare that all the requirements of Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with. I further declare that all the information given herein above is true, correct and complete including the attachments to this form and nothing material has been suppressed.

I declare that I have not claimed/ will not claim, the shares and/or amount claimed under the same folio and/or for same financial year on any earlier occasion for this company/bank.

- ☒ * I understand that I, am the claimant and after filing the refund claim in this form online, shall send the attachments prescribed below to Nodal Officer (IEPF) of the company / bank at its registered office in an envelope marked "claim for refund from IEPF Authority" for initiating the verification for claim

1. Print out of duly filled claim form with claimant signature
2. Copy of acknowledgement
3. Indemnity Bond (original) with claimant signature
4. In case of refund of matured deposit or debenture, original certificate thereto
5. Copy of Aadhaar Card
6. Proof of entitlement (certificate of share/Interest warrant Application No. etc.)
7. Cancelled Cheque leaf
8. Copy of Passport, OCI and PI card in case of foreigners and NRI
9. Other optional document, (if any)

Previous

Save

Next

- Attach Client Master List of De-mat A/c of the claimant / Transaction statement for demat holding.
- Attach Proof of entitlement (Bonds / Debentures / Fixed Deposit receipts / Certificate of share / Interest warrant / Dividend warrant, Application No. /Statement of transaction, documents for loss of original share certificates as per rules etc.)
- Attach Bank cheque copy
- Other attachment(s), (if any).
- Click on Next button to proceed.



Company Form IEPF-5

e-Filing Form IEPF-5

Attachment

[Edit](#)

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Max 2 MB

[Choose File](#)

Test data.pdf

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Max 2 MB

[Choose File](#)

Test data.pdf

(c) *Bank cheque copy

Max 2 MB

[Choose File](#)

Test data.pdf

(d) Optional Attachment

Max 2 MB

[Choose file](#)

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7. Cancelled Cheque leaf
8. Copy of Passport, OCI and PI card in case of foreigners and NRI
9. Other optional document, (if any)

[Previous](#)[Save](#)[Submit](#)

- Review the complete form before submit.
- Click on Submit button to proceed.



Company Form IEPF-5

e-Filing Form IEPF-5

ULTIMA WORKS x POD-1 (Narender) SIT & UAT D x ULTIMA WORKS x My Application x +

staging.mca.gov.in/content/mca/global/en/application-history.html

LTIMindtree Favorites Folder All Bookmarks

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Home About MCA Acts & Rules My Workspace My Application MCA Services Additional Services Data & Reports E-Consultation Help & FAQs Contact Us

My Application Application History

Identification Number: Search CIN/LLPIN/Name
Last Modified Date: From: DD/MM/YYYY To: DD/MM/YYYY
SRN of E-Form: Search SRN number
USER ID: Enter USER ID
Clear filters

Red/Amber colour represents SRN's due for cancellation, if not submitted, within next 5 / 10 days respectively.

Pending for Action Under Processing Approved NTBR/Rejected Cancelled Payment Status Certificates/Letters Challans/Receipts Notices/Orders

Sr no.	Form	Identification Number	Name of the entity / individual	SRN of e-form	Status of the form	Last modification date	Action button
1	IEPF-5	L25209GJ1992PLC017791	NARMADA MACPLAST DRIP IRRIGATION SYSTEMS LIMITED	AA0104707	Pending for submission of postal receipt	24/06/2024	Edit Form Download PDF Submit Postal receipt details Cancel SRN
2	CRA-2	U25111KL1972PLC002449	APOLLO TYRES LIMITED.	AA0102730	Pending for DSC Upload and Payment	21/06/2024	Edit Form Download PDF Upload PDF Cancel SRN
3	CRA-2	U24230MH1997PTC111122	CHIRON BEHRING VACCINES PRIVATE LIMITED	AA0102722	Pending for DSC Upload and Payment	21/06/2024	Edit Form Download PDF Upload PDF Cancel SRN

ENG IN 15:51 24-06-2024

- IEPF-5 form is submitted against SRN number
- Form is pending for 'Submit Postal Receipt Details'
- User will receive a system generated Acknowledgement mail along with Indemnity Bond.
- Click on Submit Postal Receipt Details.

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Search

Home About MCA Acts & Rules My Workspace My Application **MCA Services** Additional Services Data & Reports E-Consultation Help & FAQs Contact Us

MCA Services > Company e-Filing > IEPF Services > IEPF-5 Web form > Claiming unpaid amounts and shares

Form No. IEPF-5
Application to the Authority for claiming unpaid amounts and shares out of Investor Education and Protection Fund (IEPF)
[Pursuant to Section 125 (3) of the Companies Act, 2013 and rule 7 of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016]

Form language
☒ English ☐ Hindi
[Refer instruction kit for filing the form](#)

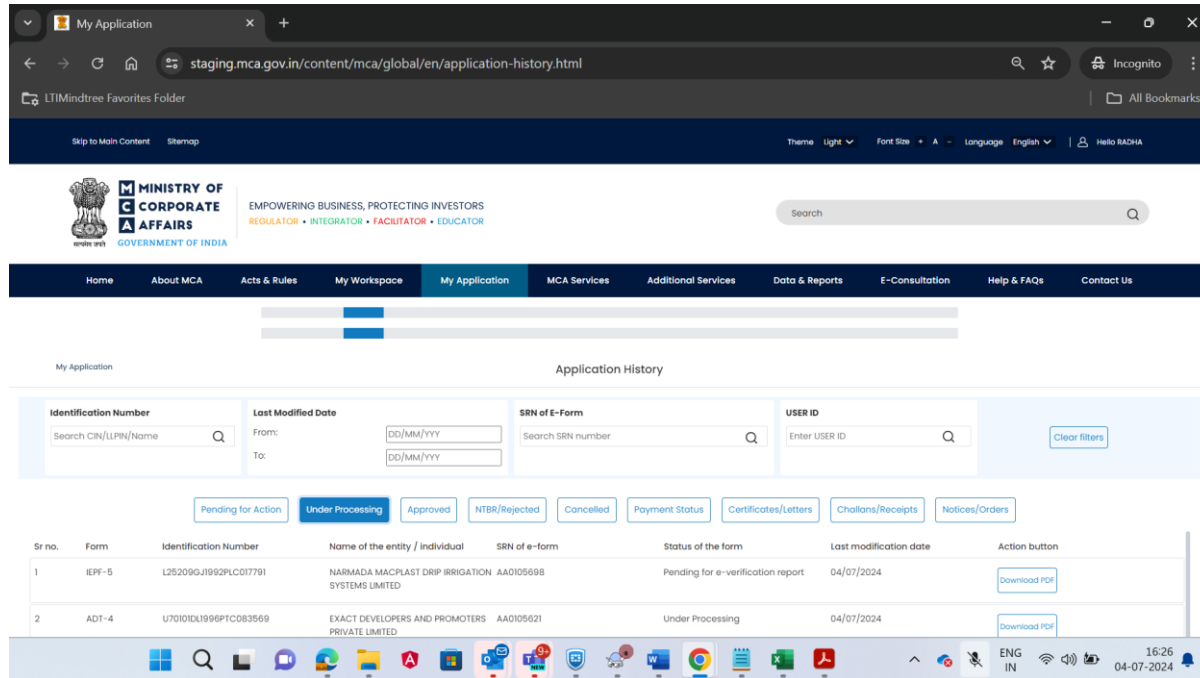
1. *Date of post of original documents
25/06/2024
The date entered cannot be greater than the system date. Kindly enter a valid date.

Scanned copy of postal receipt
Max 2 MB
[Choose File](#)

[Cancel](#) [Submit](#)

- After submitting the details of Postal Submission of documents.
- The web form will be submitted successfully.
- Payment is not applicable on this form.

Payment



The screenshot shows the 'My Application' page on the MCA21 portal. The page has a navigation bar with links like Home, About MCA, Acts & Rules, My Workspace, My Application (active), MCA Services, Additional Services, Data & Reports, E-Consultation, Help & FAQs, and Contact Us. Below the navigation bar, there's a search bar and a section titled 'Application History'. This section contains filters for Identification Number, Last Modified Date, SRN of E-Form, and USER ID. Below the filters, there are tabs for different application statuses: Pending for Action, Under Processing (selected), Approved, NTBR/Rejected, Cancelled, Payment Status, Certificates/Letters, Challans/Receipts, and Notices/Orders. A table lists the applications with columns for Sr no., Form, Identification Number, Name of the entity / individual, SRN of e-form, Status of the form, Last modification date, and Action button. Two applications are listed: one for IEPF-5 with status 'Pending for e-verification report' and another for ADT-4 with status 'Under Processing'. Both have a 'Download PDF' button.

Sr no.	Form	Identification Number	Name of the entity / individual	SRN of e-form	Status of the form	Last modification date	Action button
1	IEPF-5	L25209QJ1922PLC017791	NARAYANA MACPLAST DRIP IRRIGATION SYSTEMS LIMITED	AA0105698	Pending for e-verification report	04/07/2024	Download PDF
2	ADT-4	U70101DL1996PTC083568	EXACT DEVELOPERS AND PROMOTERS PRIVATE LIMITED	AA0105621	Under Processing	04/07/2024	Download PDF

- User can check the status of Web form in the Under Processing Tab at their Dashboard
- The Status will be changed to 'Pending for E-Verification Report'
- Form will go into the queue of Nodal or Deputy Nodal officer dashboard for filing E-Verification Report.

The background of the slide features a low-angle, upward-looking perspective of several modern skyscrapers. The buildings are rendered in a light, faded grey tone, creating a sense of height and architectural scale. The sky is a pale, uniform blue. A solid dark blue horizontal band spans the width of the image, serving as a backdrop for the text.

Thank You