

Standard Operating Procedure (SOP) for Closure cum Transfer (NSDL)

The closure cum transfer process is used for **self-transfers only** - transferring securities between your own demat accounts, not to another person.

Eligibility Requirements

- **Joint accounts:** The sequence of holders must be identical in both accounts. If Mr. A is primary and Mr. B is secondary in the source account, the destination account must also have Mr. A as primary and Mr. B as secondary.
- **Beneficiary Owner (BO) Status:** Securities can only be transferred within the same BO category - Individual to Individual only. You cannot transfer from Individual to Joint/NRI/HUF accounts or vice versa.
- **Same depository:** Locked-in shares, mutual funds, and government securities can only be transferred within the same depository (NSDL to NSDL or CDSL to CDSL).

Required documents and submission

Courier the following documents:

1. **Account closure form** ([PDF](#)) - Print, fill, and sign. Your signature must match the one provided during account opening.
2. **CMR copy** of the destination demat account - Must be digitally signed by the broker or have the seal and signature of a broker official.

Send to:

Zerodha Customer Support Centre
192A 4th Floor,
Kalyani Vista, 3rd Main Road,
JP Nagar 4th Phase,
Bengaluru, 560076