

# Ministry of Corporate Affairs



**M** MINISTRY OF  
**C** CORPORATE  
**A** AFFAIRS  
GOVERNMENT OF INDIA

## Company e-Filing Form IEPF-5

Start



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



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.

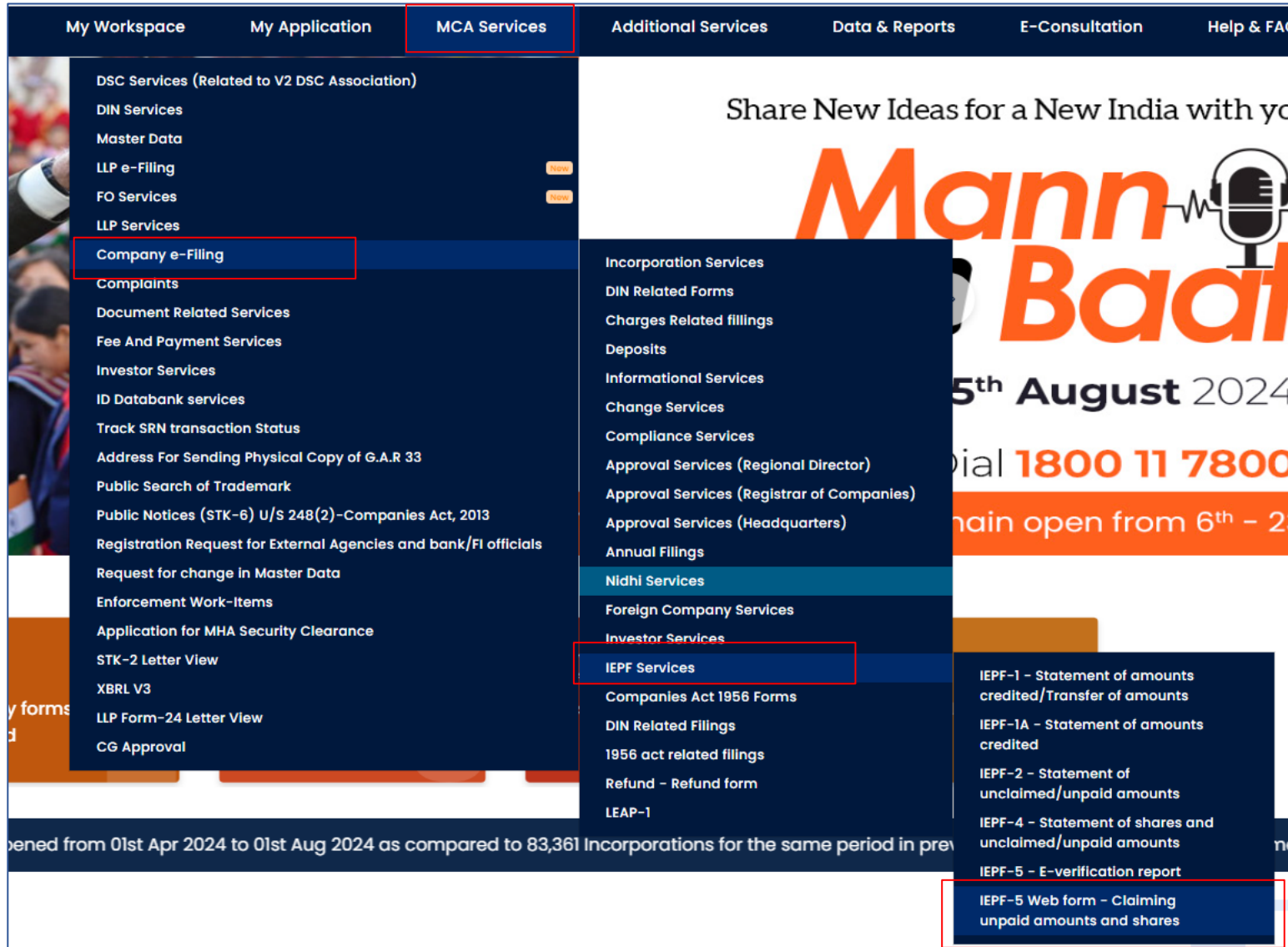


The Company Form IEPF-5 is pursuant to Section 125(3) of the Companies Act 2013 and Rule 7 of the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016.



- 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.

## Steps to access IEPF-5 Form



The screenshot shows the MCA Services menu with the following items:

- 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

The 'IEPF Services' sub-menu is also open, showing the following items:

- 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

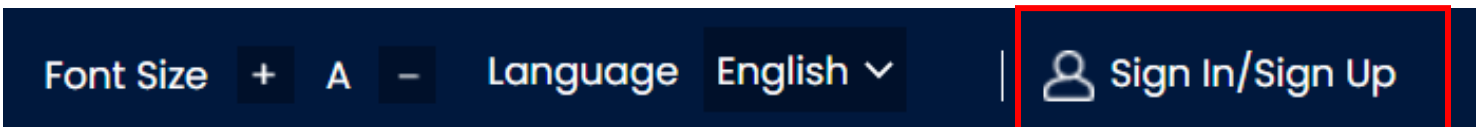
The 'IEPF Services' sub-menu is further expanded to show the following items:

- 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**

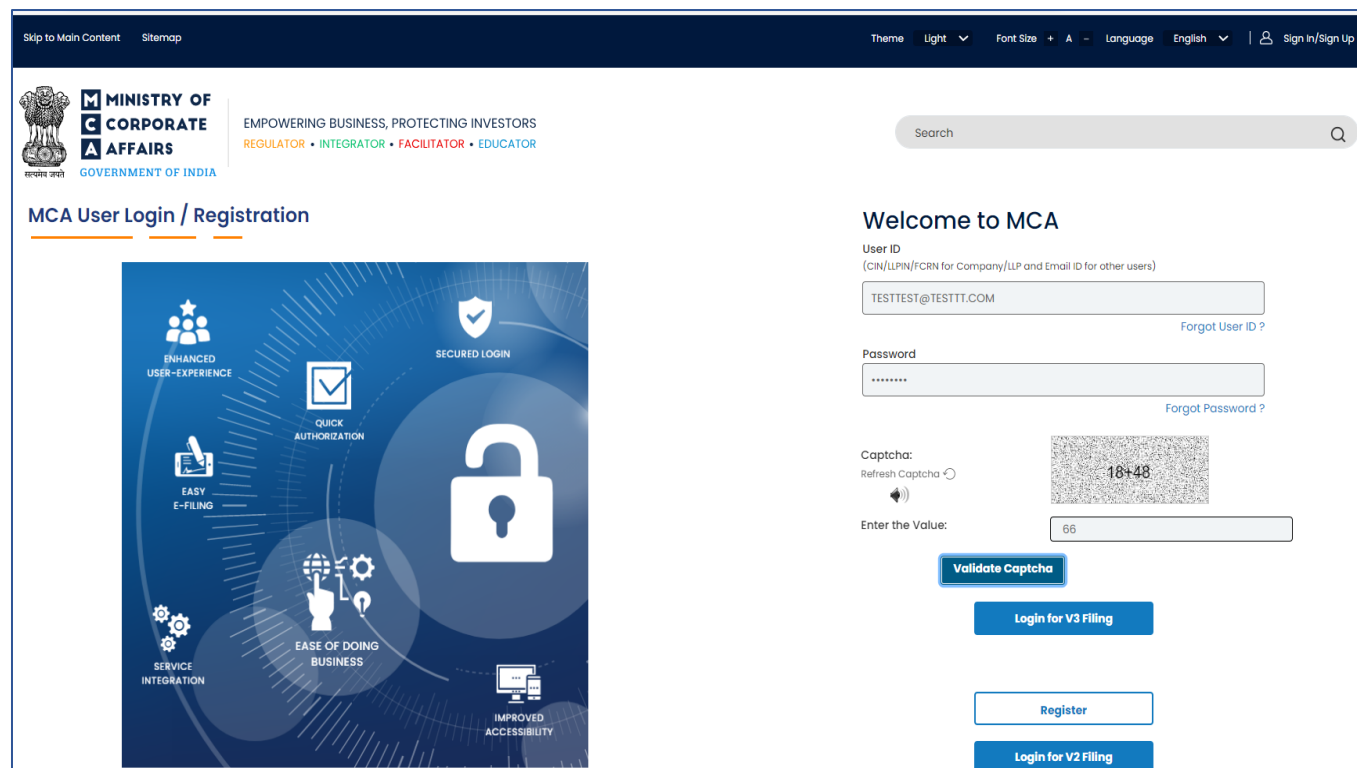
- 1 Go to the MCA Services menu of the menu navigation bar
- 2 Go to Company e-Filing
- 3 Go to IEPF Services
- 4 Go to IEPF-5 Web form-Claiming unpaid amounts and shares



Login to access Company Form IEPF-5



- 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.





## 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  
Sonusre

(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.sonusre@hpe.com

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

Verify OTP Send OTP Re send OTP Verify OTP

Adhaar 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.



## 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 VADARS 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	2017-20	
			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.





## 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

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**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.



## 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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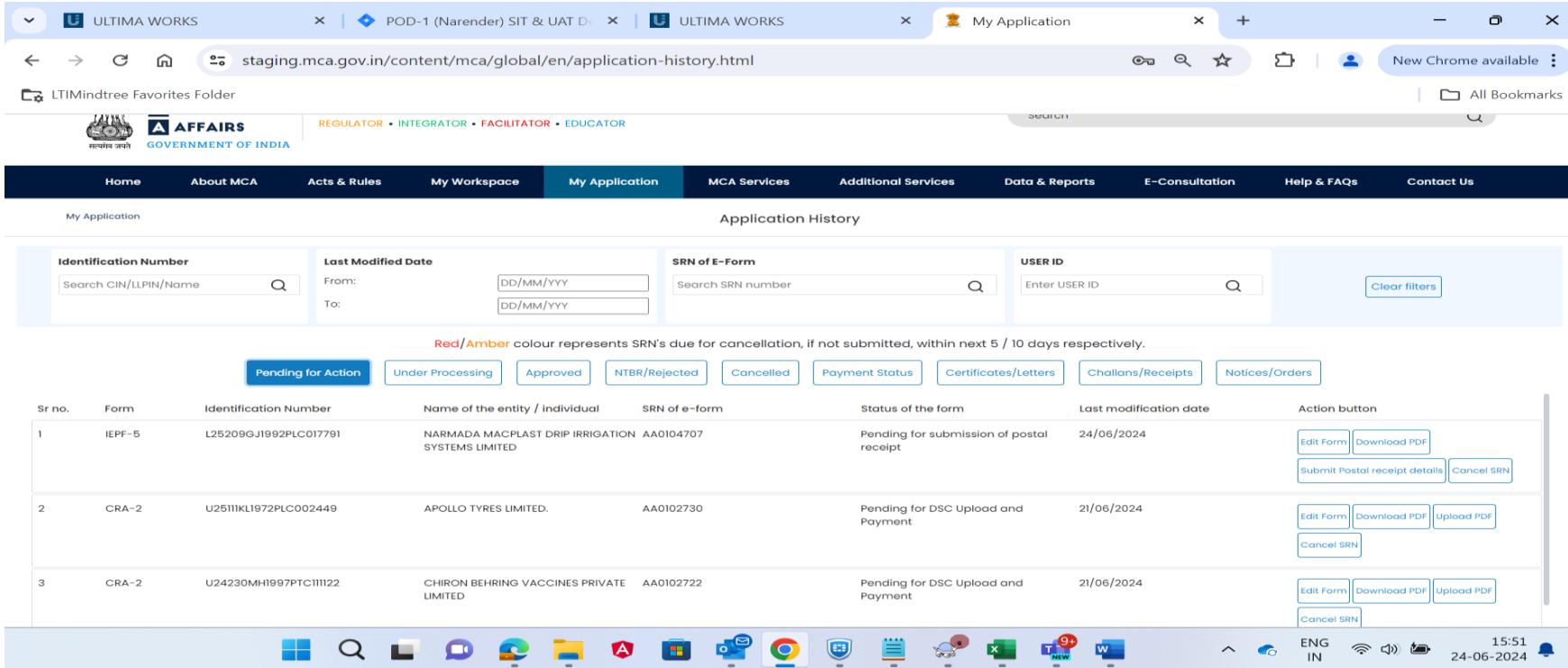
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9. Other optional document, (if any)

Previous Save Submit

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



The screenshot shows the 'Application History' page on the MCA21 portal. It features a navigation menu at the top, search filters, and a table of applications. The first application is highlighted as 'Pending for Action'.

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

- 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.



The screenshot shows the MCA21 website interface for filing Form IEPF-5. The header includes the Ministry of Corporate Affairs logo and navigation links: REGULATOR, INTEGRATOR, FACILITATOR, EDUCATOR. A search bar is present on the right. The main navigation menu includes: Home, About MCA, Acts & Rules, My Workspace, My Application, MCA Services, Additional Services, Data & Reports, E-Consultation, Help & FAQs, and Contact Us. The breadcrumb trail reads: 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:

Scanned copy of postal receipt:

The date entered cannot be greater than the system date. Kindly enter a valid date.

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



# Company Form IEPF-5

## Payment

The screenshot shows the 'Application History' page on the MCA21 portal. It includes a search bar, navigation menu, and a table of applications. The 'Under Processing' filter is selected.

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	L25206GJ1962PLC017791	NARMADA MACPLAST DRIP IRRIGATION SYSTEMS LIMITED	AA0105698	Pending for e-verification report	04/07/2024	Download PDF
2	ADT-4	U70101DL1996FTC083568	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.



Thank You