

## Rectification Of Errors Form

|      |   |   |   |   |   |   |   |   |
|------|---|---|---|---|---|---|---|---|
| Date | D | D | M | M | Y | Y | Y | Y |
|------|---|---|---|---|---|---|---|---|

To be filled by the client. Please fill all the details in **Block Letters** in English.

To,  
**WSP Name**  
**WH Address**

Dear Sir / Madam,

I / We the Commodity Owner (Client) request you for rectification of errors in my / our eWR/eNWR records as given below:

| RP ID | Client ID | Client Name | WH ID | WR Types | WR No. |
|-------|-----------|-------------|-------|----------|--------|
|       |           |             |       |          |        |

| DETAILS<br>(Please specify change of Quantity, WH, No. of bags, client etc.) | Existing Details | Details to be rectified | Reason for Rectification |
|--|------------------|-------------------------|--------------------------|
|  |                  |                         |                          |

|                             | Sole / First Authorised Signatory | Second Authorised Signatory | Third Authorised Signatory |
|-----------------------------|-----------------------------------|-----------------------------|----------------------------|
| Name                        |                                   |                             |                            |
| Signature as per RP Records |                                   |                             |                            |

----- (Please Tear Here) -----

### Acknowledgement Receipt

Date:- \_\_\_\_\_

We here by acknowledge the receipt of your request for rectification for error for eWR / eNWR records of following Account subject to verification: -

|             |  |           |  |
|-------------|--|-----------|--|
| RP ID       |  | Client ID |  |
| Client Name |  |           |  |

**WSP/WH Seal and Signature**

#### Instructions to Clients(s)

**Warehouse Service Provider (WSP) and Warehouse (WH) can edit the eWR/ eNWR records only when:**

- The receipt/s in question are fully held by the depositor Commodity Owner. After the physical deposit of commodities, it is not transferred to any other holder either partially or fully.
- The receipt/s in question are fully unencumbered i.e. they are not pledged either partially or fully to any Lender/ Pledgee/ Financial Institution.
- The receipt/s in question are not in “freeze” status partially or fully. Or in other words, they are free balances held by the original depositor commodity holder of the goods.