



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 (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.