APAR Industries Limited

(CIN: L91110GJ1989PLC012802)

INTIMATION TO SHAREHOLDERS HOLDING SHARES OF APAR INDUSTRIES LIMITED IN PHYSICAL FORM

This intimation is addressed to the Shareholders of **APAR Industries Limited ("the Company")** holding Equity shares of the Company in physical form pursuant to Para 16 of the SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, on Common and simplified norms for processing investor's service requests by RTAs and norms for furnishing PAN, KYC details and Nomination.

In order to enhance ease of doing business for investors in the securities market the circular lays down simplified norms/procedural requirements for processing investor service requests some of them are briefed hereunder:

1. **Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities.**

   It shall be mandatory for all holders of physical securities in the Company to furnish the following documents/details to Link Intime India Private Limited, the Registrar and Transfer Agent ("RTA" of the Company):

   i. **PAN:** it shall be mandatory to quote and provide a self-attested copy of the PAN by the security holder/claimant to avail any service request.

   ii. **Nomination / Declaration to Opt-out of Nomination:** 'Nomination' in **Form SH-13** or cancellation or variation in nomination through **Form SH-14** or 'declaration to opt-out' in **Form ISR-3** shall be furnished for all eligible folios.

   iii. **Contact details:** All holders of physical securities are requested to register the postal address with PIN for their corresponding folio numbers. It shall be mandatory for the security holders to provide **mobile number**. Furthermore, it is encouraged to register e-mail ID also to avail the online services.

   iv. **Bank account details (Bank and Branch name, bank account number, IFS code) & Specimen Signature:** All holders of physical securities shall register the bank account details along with specimen Signatures for their corresponding folio numbers.

RTAs shall not process any service requests or complaints received from the security holder(s) / claimant(s), till PAN, KYC and nomination documents/details as stated above are received by them.

2. Compulsory linking of PAN and Aadhaar by the Physical Shareholders

All investors are requested to ensure to link their PAN with Aadhaar number prior to March 31, 2023, or any other date as may be specified by the CBDT, for continual and smooth transactions in securities market and avoid consequences of being Non-KYC compliant. There could be restrictions on securities and other transactions until the PAN and Aadhaar are linked.

The requirement of existing investors to link their PAN with their Aadhaar number is not applicable for Non-Resident Indians (NRI), Overseas Citizens of India (OCI) unless the same is specifically mandated by Central Board of Direct Taxes (CBDT), Ministry of Finance / any other Competent Government authority.

3. Mode for providing documents/details by investors for service requests

The security holders may provide the documents/details to the RTAs for various service requests through either of the below mentioned modes:

i. In Person Verification' (IPV)
ii. Post
iii. Electronic mode with e-sign (E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-Sign user)

4. Freezing of Folios without PAN, KYC details and Nomination

The folios wherein any one of the cited documents/details mentioned above are not available on or after October 01, 2023, or folios in which PANs are not linked with Aadhaar numbers as on the notified cut-off date (as mentioned in Point 2 above) shall be frozen by the RTA. The security holder(s) whose folio(s) have been frozen shall be eligible for following requests/actions which will be processed only after furnishing complete documents / details as mentioned above in Point no. 1:

- to lodge grievance or avail any service request from the RTA
- for any payment including dividend, interest or redemption payment in respect of such frozen folios, only through electronic mode with effect from April 01, 2024.

The Equity Shares held in such Frozen folios shall be referred to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and / or Prevention of Money Laundering Act, 2002, if continue to remain frozen as on December 31, 2025.

5. **Forms for availing various Investor services**

Form ISR – 1: Request for registering PAN, Postal Address with PIN, Email Address, Mobile Number, Demat account details, Signature and Bank Account (bank name and branch, bank account number, IFS code or copy of cheque leaf).

Form ISR – 2: Confirmation of Signature of securities holder by the Banker to be used only if mismatch is found in signature or signature card is not available with RTA.

Form ISR – 3: Declaration Form for Opting-out of Nomination by holders of physical securities in Listed Companies.

Form ISR – 4: Request for issue of Duplicate Certificate and other Service Requests (as mentioned at Point No. 2 above).

Form No. SH-13: Nomination Form [Pursuant to Section 72 of the Companies Act, 2013 and Rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014].

Form No. SH-14: Cancellation or Variation of Nomination [Pursuant to sub-section (3) of Section 72 of the Companies Act, 2013 and rule 19(9) of the Companies (Share Capital and Debentures) Rules 2014].

All the above forms can be downloaded from the website of the Company through the link - https://apar.com/wp-content/uploads/2023/05/Forms_for_KYC_Updates_16-3-23.pdf

The SEBI Circular referred above can be accessed from https://www.sebi.gov.in/legal/circulars/mar-2023/common-and-simplified-norms-for-processing-investor-s-service-requests-by-rtas-and-norms-for-furnishing-pan-kyc-details-and-nomination_69105.html

All communications / queries in this regard should be addressed to the RTA at the following address:

LINK INTIME INDIA PRIVATE LIMITED

(CIN : U67190MH1999PTC118368)

B-102 & 103, Shangrila Complex, First Floor, Opp. HDFC Bank,

Near Radhakrishna Char Rasta, Akota, Vadodara – 390 020,

Gujarat, India. Tel.: +91 265 6136000 | E-mail Id: vadodara@linkintime.co.in

Form ISR – 1

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

Date:___ /___ /_____

A. I / We request you to Register / Change / Update the following (Tick ✓ relevant box)

☐ PAN	☐ Bank details	☐ Signature
☐ Mobile number	☐ E-mail ID	☐ Address

B. Security Details:

Name of the Issuer Company		Folio No.:
Name(s) of the Security holder(s) as per the Certificate(s)	1. 2. 3.	
Number & Face value of securities		
Distinctive number of securities (Optional)	From To	

C. I / We are submitting documents as per Table below (tick ✓as relevant, refer to the instructions):

	✓	**Document / Information / Details**	**Instruction / Remark**
1	PAN of (all) the (joint) holder(s)		
		PAN Whether it is Valid (linked to Aadhaar): ☐ Yes ☐No	☐☐☐☐☐☐☐☐☐☐, ☐☐☐☐☐☐☐☐☐☐ ☐☐☐☐☐☐☐☐☐☐ PAN shall be valid only if it is linked to Aadhaar by March 31, 2023* For Exemptions / Clarifications on PAN, please refer to Objection Memo in **Page 6 & 7**
2		Demat Account Number	☐☐☐☐☐☐☐☐ ☐☐☐☐☐☐☐☐ Also provide Client Master List (**CML**) of your Demat Account, provided by the

		(Optional)	Depository Participant.
3		Proof of Address of the first holder	Any one of the documents, only if there is change in the address; ☐ Unique Identification Number (UID) (Aadhaar) ☐ Valid Passport/ Registered Lease or Sale Agreement of Residence / Driving License ☐ Flat Maintenance bill accompanied with additional self-attested copy of Identity Proof of the holder/claimant. ☐ Utility bills like Telephone Bill (only land line)/ Electricity bill / Gas bill - Not more than 3 months old. ☐ Identity card / document with address, issued by any of the following: Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions duly attested by the employer with date and organisation stamp ☐ For FII / sub account, Power of Attorney given by FII / sub-account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken. ☐ Proof of address in the name of the spouse accompanied with self-attested copy of Identity Proof of the spouse. ☐ Client Master List (CML) of the Demat Account of the holder / claimant, provided by the Depository Participant.
4		Bank details *(to be updated for first holder in case of joint holding)*	Account Number: _____# Bank Name: _____ Branch Name: _____ IFS Code: _____ Provide the following: ☐ Original cancelled cheque bearing the name of the security holder; **OR**

			☐ Bank passbook/statement attested by the Bank;
5		E-mail address	_____#
6		Mobile	_____ #

** or any date as may be specified by the CBDT (DP: Depository Participant)*

 # In case it is not provided, the details available in the CML will be updated in the folio

Authorization: I/ We authorise you (RTA) to update the above PAN and KYC details in following additional folio(s) held in my / our name (*use Separate Annexure if extra space is required*):

S. No.	Name of the Issuer Company	Folio No.	Quantity of securities	Face value of securities	Distinctive number of securities (Optional)

in which I / We are the holder(s) (strike off what is not applicable).

Declaration: All the above facts stated are true and correct.

	Holder 1	Holder 2	Holder 3
Signature	✓		
Name	✓		
Full address	✓		
PIN	☐☐☐☐☐☐	☐☐☐☐☐☐	☐☐☐☐☐☐

Mode of submission of documents to the RTA

Please use any one of the following mode:

1. **Through 'In Person Verification' (IPV):** The authorized person of the RTA shall verify the original documents furnished by the investor and retain copy (ies) with IPV stamping with date and initials.
2. **Through Post:** Hard copies of the documents which are self-attested.

3. **Through electronic mode with e-sign:** The holder(s)/ claimant(s) may furnish the documents to RTAs electronically including by way of email or through service portal of the RTA provided the documents furnished shall have e-sign* of the holder(s)/ claimant(s).

*****E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-Sign user. The holder/claimant may approach any of the empanelled e-Sign Service Providers, details of which are available on the website of Controller of Certifying Authorities (CCA), Ministry of Communications and Information Technology (https://cca.gov.in/) for the purpose of obtaining an e-sign.

Note

<table>
<tr><td colspan="2">• Holders of physical securities in listed company are mandatorily required to furnish PAN, KYC details (Contact details, Bank Account Details, Signature) and Nomination (for all the eligible folios) to enable RTA to process any service request or complaints received from the security holder(s)/ Claimants.</td></tr>
<tr><td colspan="2">• Upon receipt or up-dation of bank details, the RTA shall, suo-moto, generate request to the company's bankers to pay electronically all the moneys of / payments to the holder that were previous unclaimed / unsuccessful.</td></tr>
<tr><td colspan="2">• RTA shall update the folio with PAN, KYC details and Nominee, within timelines as mentioned in the circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/670 dated November 26, 2021. However, cancellation of nomination, shall take effect from the date on which this intimation is received by the company / RTA.</td></tr>
<tr><td colspan="2">• RTA shall not insist on Affidavits or Attestation / Notarization or indemnity for registering / up-dating / changing PAN, KYC details and Nomination.</td></tr>
<tr><td>• Specimen Signature</td><td>Option A
i. Security holder shall provide the following documents:
(a) Original cancelled cheque with name of the security holder printed on it; or
(b) Self-attested copy of Bank Passbook/ Bank Statement;
and
ii. Banker's attestation of the signature of the same bank account as mentioned in (i) above as per Form ISR - 2.
OR
Option B
• The investor may get his or her signature changed or updated by visiting the Office of the RTA in person. In such a case, the investor shall sign before the authorized personnel of the RTA, along with PAN card and any one additional document mentioned at Serial Nos. 1-4 of Annexure – E of SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, in original for verification by the RTA, and submit self-attested copies of the same.</td></tr>
</table>

• Nomination**	• Providing Nomination: Please submit the duly filled up Nomination Form (SH-13) or 'Declaration to Opt out of Nomination' as per Form ISR–3, in SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 • Variation in Existing Nomination: Please use Form SH-14 • Cancellation of Existing Nomination and opting out: use Form SH-14 & Form ISR – 3

** Nomination (**Form SH-13 or SH-14**) / 'Declaration to Opt-Out of nomination' (**Form ISR – 3**), has to be furnished by the holder(s) separately for each listed company.

*(**Page 6 & 7** is for information to investors; print out of the same is not required)*

Objection Memo that can be raised by the RTA

(only if the relevant document / details is / are not available in the folio or if there is a mismatch / discrepancy in the same or change thereof)

Note

RTAs shall raise all objections, if any / at all, in one instance only; the RTA shall not raise further objections on the same issue again and again, after the holder / claimant furnishes all the prescribed documents and details, unless there is any deficiency / discrepancy in the same.

No.	Item	Documents / Details to be provided to the RTA by the holder(s) / claimant(s)
1	PAN – Exceptions and Clarification	'Exemptions/clarifications to PAN', as provided in clause D to 'Instructions/Check List for Filing KYC Forms' in Annexure – 1 to SEBI circular No. MIRSD/SE/Cir-21/2011 dated October 05, 2011 on Uniform Know Your Client (KYC) Requirements for the Securities Market, shall also applicable for holder(s) / claimant(s) of securities held in physical mode.
2	Minor mismatch in Signature - minor	The RTA shall intimate the holder at the existing address, seeking objection, if any, within 15 days
3	Major mismatch in Signature or its non-availability with the RTA	**Option A** i. Security holder shall provide the following documents: (a) Original cancelled cheque with name of the security holder printed on it; or (b) Self-attested copy of Bank Passbook/Bank Statement; **and** ii. Banker's attestation of the signature of the same bank account as mentioned in (i) above as per Form ISR - 2 **OR** **Option B** The investor may get his or her signature changed or updated by visiting the Office of the RTA in person. In such a case, the investor shall sign before the authorized personnel of the RTA, along with PAN card and any one additional document mentioned at Serial Nos.1-4 of Annexure – E of SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, in original for verification by the RTA, and submit self-attested copies of the same.
4	Mismatch in Name	Furnish any one of the following documents, explaining the difference in names;

		• Unique Identification Number (UID) (Aadhaar) • Valid Passport • Driving license in Smart Card form, Book form or copy of digital form • Identity card / document with applicant's Photo, issued by any of the following: Central / State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions. • PAN card with photograph • Marriage certificate • Divorce decree
5	Present address of the holder is not matching with the address available in the folio	In case the signature of the holder matches with the record available with the RTA, the request for change in address may be processed within the prescribed timelines. In case there is a difference in signature, the RTA shall follow the procedure as prescribed for mismatch in signature as laid down at Para – 1 of Annexure C of SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/ 2023/37 dated March 16, 2023

*(**Page 6 & 7** is for information to investors; print out of the same is not required)*

Form ISR – 2

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

Confirmation of Signature of securities holder by the Banker

1. Bank Name and Branch	
2. Bank contact details Postal Address Phone number E-mail address	
3. Bank Account number	
4. Account opening date	
5. Account holder(s) name(s)	1) 2) 3)

6. Latest photograph of the account holder(s)

1st Holder	2nd Holder	3rd Holder

7. Account holder(s) details as per Bank Records	
a) Address	
b) Phone number	
c) Email address	

d) Signature(s)

1) 2) 3)

Signature verified as recorded with the Bank

Seal of the Bank

	(Signature)
Place:	Name of the Bank Manager
	Employee Code
Date:	E-mail address

Form ISR - 3

Declaration Form for Opting-out of Nomination by holders of physical securities in Listed Companies

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

[Under Section 72 r/w Section 24 (1) (a) of Companies Act, 2013 r/w Section 11(1) and 11B of SEBI Act, 1992 and Clause C in Schedule VII and Regulation 101 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)]

Name of the Company :
Registered Address of the Company:

I / we …… the holder(s) of the securities particulars of which are given hereunder, ***do not wish to nominate*** any person(s) in whom shall vest, all the rights in respect of such securities in the event of my /our death.

PARTICULARS OF THE SECURITIES (in respect of which nomination is being opted out)

Nature of Securities	Folio No.	No. of Securities	Certificate No.	Distinctive No.

I/ we understand the issues involved in non-appointment of nominee(s) and further are aware that in case of my / our death, my / our legal heir(s) / representative(s) are required to furnish the requisite documents / details, including, Will or documents issued by the Court like Decree or Succession Certificate or Letter of Administration / Probate of Will or any other document as may be prescribed by the competent authority, for claiming my / our aforesaid securities.

Name(s) and Address of Security holders(s) * Signature(s)
Sole / First Holder Name

Second Holder Name

Third Holder Name

* *Signature of witness, along with name and address are required, if the account holder affixes thumb impression, instead of signature*

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Form ISR-4

(Refer circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 on Issuance of Securities in dematerialized form in case of Investor Service Requests)

Request for issue of Duplicate Certificate and other Service Requests

(for Securities - Shares / Debentures / Bonds, etc., held in physical form)

Date:___ /___ /_____

A. Mandatory Documents / details required for processing all service request:

I / We are submitting the following documents / details and undertake to request the Depository Participant to dematerialize my / our securities within 120 days from the date of issuance of Letter of Confirmation, received from the RTA/Issuer Company (tick □as relevant, refer to the instructions):

- Demat Account No. (If available): □□□□□□□□□□ □□□□□□□□□□

  Provide Client Master List (**CML**) of your Demat Account from the Depository Participant*

- Provide the following details, if they are not already available with the RTA (see SEBI circular dated November 03, 2021 in this regard)

PAN	Specimen Signature
Nomination / Declaration to Opt-out	

* (Your address, e-mail address, mobile number and bank details shall be updated in your folio from the information available in your **CML**). You can authorize the RTA to update the above details for all your folios. In this regard, please refer to and use Form ISR-1 in SEBI circular dated November 03, 2021.

B. I / We request you for the following (tick □ relevant box)

□ Issue of Duplicate certificate	□Claim from Unclaimed Suspense Account
□ Replacement / Renewal / Exchange of securities certificate	□ Endorsement
□ Sub-division / Splitting of securities certificate	□ Consolidation of Folios
□ Consolidation of Securities certificate	□ Transmission
□ Transposition *(Mention the new order of holders here)*	

C. I / We are enclosing certificate(s) as detailed below:**

Name of the Issuer Company	
Folio Number	
Name(s) of the security holder(s) as per the certificate(s)	1. 2. 3.
Certificate numbers	
Distinctive numbers	
Number & Face value of securities	

** Wherever applicable / whichever details are available

D. Document / details required for specific service request:

I. □ Duplicate securities certificate

II. □ Claim from Unclaimed Suspense Account

Securities claimed	(in numbers) (in words)

III. □ Replacement / Renewal / Exchange of securities certificate
(that is defaced, mutilated, torn, decrepit, worn out or where the page on the reverse is fully utilized)

IV. □ Endorsement

V. □ Sub-division / Splitting of securities certificate

VI. □ Consolidation of securities certificate/Folios

VII. □ Transmission

VIII. □ Transposition

Provide / attach original securities certificate(s) for request for item numbers III to VIII above.

Declaration: All the above facts stated are true and correct to best of my / our knowledge and belief.

	Security Holder 1 / Claimant	**Security Holder 2**	**Security Holder 3**
Signature	✓	✓	✓
Name	✓	✓	✓

Full address	✓		
PIN	✓□□ □□□□□□□	□□□□□□	□□□□□□

After processing the service request, the RTA shall issue a 'Letter of Confirmation' to the securities holder/claimant, which is valid only for 120 days. Using this 'Letter of Confirmation', the securities holder/claimant shall request the DP to dematerialize the securities, failing which the securities shall be credited to the Suspense Escrow Demat Account of the Company.

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Securities and Exchange Board of India

Request for Transmission of Securities by Nominee or Legal Heir (For Transmission of securities on death of the Sole holder)	**Annexure C** **ISR - 5**

To:

The Listed Issuer/RTA,
(Address)

_____ **(Name of the Listed Issuer/RTA)**

Name of the Claimant(s) Mr./Ms.
Name of the Guardian ☐ *in case the claimant is a minor →* Date of Birth of the minor* Mr./Ms._____ Relationship with Minor: ☐ Father ☐ Mother ☐ Court Appointed Guardian*
[Multiple PAN may be entered] PAN (Claimant(s)/Guardian): | | | | | | | | | | | ☐ KYC Acknowledgment attached ☐ KYC form attached
Tax Status: ☐ Resident Individual ☐ Resident Minor (through Guardian) ☐NRI ☐ PIO ☐ Others (please specify)

**Please attach relevant proof*

I/We, the claimant(s) named hereinabove, hereby inform you about the demise of the below mentioned Securities Holder(s) and request you to transmit the securities held by the deceased holder(s) in my/our favour in my/our capacity as –
☐ Nominee ☐ Legal Heir ☐ Successor to the Estate of the deceased ☐Administrator of the Estate of the deceased

Name of the deceased holder(s)	**Date of demise****
1)	DD / MM / YYYY
2)	DD / MM / YYYY
3)	DD / MM / YYYY

***Please attach certified copy of Death Certificate.*

Securities(s) & Folio(s) in respect of which Transmission of securities is being requested

Name of the Company	Folio No.	No. of Securities	% of Claim@
1)			
2)			
3)			
4)			

@As per Nomination OR as per the Will/Probate/Succession Certificate/Letter of Administration/ Legal Heirship Certificate (or its equivalent certificate)/ Court Decree, if applicable.

Contact details of the Claimant (s) [Provision for multiple entries may be made]

Mobile No.+91| | | | | | | | | | **Tel. No.** STD -
Email Address

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Address *(Please note that address will be updated as per address on KYC form / KYC Registration Agency records)*

Address Line 1
Address Line 2
City: State PIN | | | | | |

Bank Account Details of the Claimant

Bank Name
Account No. |11-digit IFSC | | | | | | | | | | | | |
A/c. Type (✓) ☐SB ☐Current ☐NRO ☐NRE ☐FCNR | 9-digit MICR No. | | | | | | | | | | |
Name of bank branch
City PIN | | | | | |

Please attach & tick✓ ☐*Cancelled cheque with claimant's name printed* **OR** ☐ *Claimant's Bank Statement/Passbook (duly attested by the Bank Manager)*

I also request you to pay the UNCLAIMED amounts*, if any*, in respect of the deceased securities holder(s) by direct credit to the bank account mentioned above.

Additional KYC information (Please tick✓ whichever is applicable)

Occupation ☐ Private Sector Service ☐Public Sector Service ☐Government Service ☐Business ☐Professional ☐Agriculturist ☐Retired ☐Home Maker ☐ Student ☐Forex Dealer ☐ Others _____ (Please specify)
The Claimant is ☐ a Politically Exposed Person ☐ Related to a Politically Exposed Person ☐ Neither (Not applicable)
Gross Annual Income (₹) ☐Below 1 Lac ☐1-5 Lacs ☐ 5-10 Lacs ☐10-25 Lacs ☐ 25 Lacs-1crore ☐ >1 crore

FATCA and CRS information

Country of Birth _____ Place of Birth _____ Nationality _____		
Are you a tax resident of any country other than India? ☐Yes ☐No If Yes, please mention all the countries in which you are resident for tax purposes and the associated Taxpayer Identification Number and its identification type in the column below		
Country	Tax-Payer Identification Number	Identification Type

Nomination@ (Please ✓ one of the options below)

☐ I/We **DO NOT** wish to make a nomination. *(Please tick ✓ if you do not wish to nominate anyone)*
☐ I/We wish to make a nomination and hereby nominate the person/s more particularly described in the **attached Nomination Form** to receive the securities held in my/our folio in the event of my / our death.

@ Guardian of a minor is not allowed to make a nomination on behalf of the minor

Declaration and Signature of the Claimant(s)

I/We have attached herewith all the relevant / required documents as indicated in the attached *Ready Reckoner as per Annexure A*.

I/We confirm that the information provided above is true and correct to the best of my knowledge and belief.

I/We undertake to keep _____ (Name of the Company) / its RTA informed about any changes/modification to the above information in future and also undertake to provide any other additional information as may be required by the RTAs.

I/We hereby authorize _____ (Name of the Company) and its RTA to provide/ share any of the information provided by me/us including my holdings in the (Name of the Company) to any governmental or statutory or judicial authorities/agencies as required by law without any obligation of informing me/us of the same.

Place _____ Date	Signature of Claimant(S)

Documents Attached

- ☐ Copy of Death Certificate of the deceased holder
- ☐ Copy of Birth Certificate (in case the Claimant is a minor)
- ☐ Copy of PAN Card of Claimant / Guardian
- ☐ KYC Acknowledgment OR
- ☐ KYC form of Claimant
- ☐ Cancelled cheque with claimant's name printed OR ☐ Claimant's Bank Statement/Passbook
- ☐ Nomination Form duly completed
- ☐ Annexure D - Individual Affidavits given EACH Legal Heir
- ☐ Original security certificate(s)
- ☐ Annexure E - Bond of Indemnity furnished by Legal Heirs
- ☐ Annexure F - NOC from other Legal Heirs

***Note**: **For transmission service requests, Form ISR-4 as per SEBI circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 will not be required.**

Form No. SH-13

Nomination Form

[Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of* the Companies (Share Capital and Debentures) Rules 2014*]

To

Name of the company:

Address of the company:

I/We …….. the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following persons in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being made)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) PARTICULARS OF NOMINEE/S —

(a) Name:

(b) Date of Birth:

(c) Father's/Mother's/Spouse's name:

(d) Occupation:

(e) Nationality:

(f) Address:

(g) E-mail id:

(h) Relationship with the security holder:

(3) IN CASE NOMINEE IS A MINOR--

(a) Date of birth:

(b) Date of attaining majority

(c) Name of guardian:

(d) Address of guardian:

Name:

Address:

Name of the Security Holder (s)	Signature	Witness with name and address

Form No. SH-14

Cancellation or Variation of Nomination

[Pursuant to sub-section (3) of section 72 of the Companies Act, 2013 and rule 19(9) of* the Companies (Share Capital and Debentures) Rules 2014*]

Name of the company:

I/We hereby cancel the nomination(s) made by me/us in favor of……..(name and address of the nominee) in respect of the below mentioned securities.

or

I/We hereby nominate the following person in place of ……. as nominee in respect of the below mentioned securities in whom shall vest all rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being cancelled / varied)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) (a) PARTICULARS OF THE NEW NOMINEE:

i. Name:

ii. Date of Birth:

iii. Father's/Mother's/Spouse's name:

iv. Nationality:

v. Address:

vi. E-mail id:

vii. Relationship with the Security holder:

(b) IN CASE NEW NOMINEE IS A MINOR--

i. Date of Birth:

ii. Date of attaining majority

iii. Name of guardian:

iv. Address of guardian:

Signature

Name of the Security

Holder (s)

Witness with name and address