

## **FOR ATTENTION OF SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM**

Dear Shareholder (holding Physical Share Certificate),

### **Sub: Furnishing of PAN, KYC details and Nomination by holders of physical Securities**

SEBI has vide its latest Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16<sup>th</sup> March, 2023; Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated 3<sup>rd</sup> November, 2021 read with SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated 14<sup>th</sup> December, 2021, mandated furnishing of details of PAN, email address, mobile number, bank account and nomination by holders of physical securities. Further, it is stated that folios wherein any one of the cited document / details are not furnished or made available on or after 1<sup>st</sup> October, 2023, the relevant folio(s) shall be frozen by the Registrars and Transfer Agent of the Company (RTA).

Effective 1<sup>st</sup> October, 2023, shareholders will not be eligible to lodge their grievance or avail service request from the RTA unless PAN, KYC and Nomination documents/details are received.

All shareholders who have not furnished the documents/details viz., PAN, E-mail address, mobile number, bank account and nomination are requested to send the documents given below:

- PAN, Address, Email Address, Mobile Number, Demat account details and Bank Account details should be furnished in Form No. ISR 1;
- Nomination details should be furnished in Form SH-13

The hard copies of the duly executed forms along with relevant documents/details should be sent to our RTA at the following address:

Mr. V. Raghunath  
KFin Technologies Limited  
(Previously known as KFin Technologies Private Limited)  
Unit: Tribhovandas Bhimji Zaveri Limited  
Selenium Tower B, Plot 31-32,  
Financial District, Gachibowli,  
Nanakramguda, Serilingampally, Hyderabad – 500 032.  
Tel No: +91 (040) 6716 1500  
Fax No: +91 (040) 2300 1153  
Toll Free No.: 1800 309 4001  
E-Mail: [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com)  
Website Add.: [www.kfintech.com](http://www.kfintech.com) // <https://ris.kfintech.com>  
<https://kprism.kfintech.com>

Alternatively, you can submit the e-signed forms and relevant documents/details through your email id.

As required by the Income Tax Authorities, please link your PAN and Aadhaar by 31<sup>st</sup> March, 2023 or any other date as may be specified by the Central Board of Direct Taxes, if not linked earlier, to avoid freezing of your folio.

Please also note that after 31<sup>st</sup> December, 2025, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and / or Prevention of Money Laundering Act, 2002.

You may get in touch with our RTA for any queries or assistance in this regard.

**For Tribhovandas Bhimji Zaveri Limited**

Sd/-

**Niraj Oza**

**Head – Legal & Company Secretary**