

# PRIMA INDUSTRIES LTD.



CORPORATE & REGD. OFFICE  
Industrial Development Area  
Muppathadam P. O., Edayar, Cochin - 683 110  
Kerala State, India  
Tel: 91-484-2551533 (4 Lines)  
CIN: L15142KL 1994PLC008368  
E-mail: [primagroupcompanies@gmail.com](mailto:primagroupcompanies@gmail.com)  
[www.primaindustries.in](http://www.primaindustries.in)

17<sup>th</sup> June 2023

**Stock Code: BSE: 531246**  
**ISIN: INE723N01012**

To  
BSE Limited  
Corporate Relationship Department,  
2nd Floor, New Trading Wing,  
Rotunda Building, PJ Towers,  
Dalal Street, Mumbai – 400001

Dear Sir/Madam

**Sub: Intimation on confirmation of dispatch of letters to the holders of physical securities to furnish PAN, shareholders KYC details and Nomination as per SEBI Circular No. SEBI/HO/MIRSD/MIRSDPoD-1/P/CIR/2023/37 dated March 16, 2023**

Pursuant to Regulation 30 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, as amended read with SEBI Circular, SEBI /HO / MIRSD/ MIRSD-POD-1 / P / CIR / 2023 / 37 dated March 16, 2023, please find enclosed herewith intimation sent to all the shareholders of the Company holding shares in physical mode.

Kindly note that we have received the confirmation today i.e., 17.06.2023, from our Registrar and Transfer Agent (RTA) i.e., Venture Capital and Corporate Investments Private Limited, regarding the dispatch of letters to all the shareholders of the Company holding shares in physical mode.

The shareholders holding shares in physical mode are required to furnish their PAN, KYC and Nomination details for updation to the Registrar and Transfer Agent of the Company (RTA) i.e. Venture Capital and Corporate Investments Private Limited as detailed out in the letter sent to the shareholders.

The said intimation along with the forms (enclosed herewith) are also available on the website of the Company at [www.primaindustries.in](http://www.primaindustries.in) and website of the RTA at [www.vccipl.com](http://www.vccipl.com).

We request you to kindly take the same on record.

Thanking you,

Yours faithfully,

For **Prima Industries Limited**

Sandhya Gopi  
Company Secretary & Compliance Officer  
Membership Number- A62510

**Encl: as above**



## PRIMA INDUSTRIES LTD.

(CIN:L15142KL1994PLC008368)

Corporate Office and Registered Office: Industrial Development Area Muppathadam, Edayar Cochin, Kerala, India 683110 Tel: 91-484-2551533

E-mail: [primagroupcompanies@gmail.com](mailto:primagroupcompanies@gmail.com), Website: [www.primaindustries.in](http://www.primaindustries.in)



Date: 29-05-2023

KIND ATTENTION: HOLDERS OF PHYSICAL SHARES

Sub.: Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities

Ref.: SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_PoD-1/P/CIR/2023/37 dated March 16, 2023

With reference to subject cited above we wish to bring to your kind attention that pursuant to Securities and Exchange Board of India (SEBI) Circular dated March 16, 2023:

- SEBI has made it mandatory to furnish **PAN, email address, mobile number, bank account details and nomination by holders of physical securities.**
- Shareholders holding shares in physical mode are requested to ensure that their **PAN is linked to Aadhaar by June 30, 2023** or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of folio. Post June 30, 2023 or any other date as may be specified by the CBDT, we will accept for registration only valid PANs which have been linked to their corresponding Aadhaar numbers. **The securities held in folios which have no PAN registered against the same or have invalid PAN registered on our records, as on notified cut-off date of June, 30, 2023 or any other date as may be specified by the CBDT, shall also be frozen.**
- The RTAs shall not process any service requests or complaints received from the holder(s) / claimant(s), till PAN, KYC and Nomination documents/details are received.

#### **Freezing of Folios without PAN, KYC details and Nomination:**

- Folios wherein any one of the said document / details are not available **on or after October 01, 2023**, shall be frozen and you will not be eligible to lodge grievance or avail service request from the RTA and not eligible for receipt of dividend in physical mode after April 01, 2024.
- After December 31, 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**.

In view of the above, members holding shares in physical form are requested to send self-attested copy of valid PAN card (linked with Aadhaar) or latest Demat account CML copy duly attested by DP, KYC details duly mentioned in ISR – 1 form (mobile number and email id are mandatory), ISR-2 form and Nominee Form (SH-13) immediately to the Company's Registrars & Transfer Agents i.e., **M/s. Venture Capital and Corporate Investments Private Limited ("the RTA") by post or courier**. The required forms (ISR-1, ISR-2, SH-13 etc.) can be downloaded from [www.vccipl.com](http://www.vccipl.com) (as detailed below) or send a request mail to [investor.relations@vccipl.com](mailto:investor.relations@vccipl.com) for soft copy of forms.

For registering new bank details or where there is a change in such details, mandatory submission of Original cancelled cheque leaf bearing the name of the first named security holder or alternatively, submission of copy of bank passbook/ statement attested by the bank along with Form ISR-2 is required. In case of joint holding, updation of bank details will be done based on the documents provided by the first holder only.

S.No.	Particulars	Please furnish details in
1	PAN, Address, Email address, Mobile Number, Demat account details and Bank account details	Form ISR-1-Click the below Link to download <a href="https://www.vccipl.com/sebipdf/Form%20ISR-1.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-1.pdf</a>
2	Specimen Signature	Form ISR-2-Click the below Link to download <a href="https://www.vccipl.com/sebipdf/Form%20ISR-2.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-2.pdf</a>
3	Nomination details	Form SH-13-Click the below Link to download <a href="https://www.vccipl.com/sebipdf/Form%20SH-13.pdf">https://www.vccipl.com/sebipdf/Form%20SH-13.pdf</a>
4	Declaration to opt out nomination*	Form ISR-3-Click the below Link to download <a href="https://www.vccipl.com/sebipdf/Form%20ISR-3.pdf">https://www.vccipl.com/sebipdf/Form%20ISR-3.pdf</a>
5	Cancellation or Variation of Nomination	Form SH-14-Click the below Link to download <a href="https://www.vccipl.com/sebipdf/Form%20SH-14.pdf">https://www.vccipl.com/sebipdf/Form%20SH-14.pdf</a>

*\*In case you are opting out for giving nomination, then submit ISR-3 only and SH-13 need not be submitted.*

The holders of Physical Shares are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

Venture Capital and Corporate Investments Private Limited, Unit: Prima Industries Ltd., 4th & 5th Floors, Jayabheri Enclave, Phase –II, Gachibowli, Hyderabad-500 032, Tel No.'s: 040-35164940, email id: [investor.relations@vccipl.com](mailto:investor.relations@vccipl.com)

The holders of Physical Shares can submit the forms through In Person Verification (IPV) by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s). Please note the registered shareholder(s) has to visit the office of the RTA for IPV and not his/her representative

The copies of the documents, duly e-Signed on the forms and all proofs, may also be mailed through your registered email id with the RTA at the mail id [investor.relations@vccipl.com](mailto:investor.relations@vccipl.com)

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.

Thanking you,  
Yours faithfully,

**For Prima Industries Limited**

Sd/-  
**Company Secretary and Compliance Officer**

# Form ISR – 1

(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]

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

**Date** :  /  /

<input type="checkbox"/> PAN	<input type="checkbox"/> Signature	<input type="checkbox"/> Mobile Number
<input type="checkbox"/> Bank details	<input type="checkbox"/> Registered Address	<input type="checkbox"/> E-mail address

**B. Security and KYC Details** [ to be filled in by the First Holder ]:

<b>Name of the Issuer Company</b>	<b>Folio No.</b>	
<b>Face value of Securities</b>	<b>Number of Securities</b>	
<b>Distinctive number of Securities (Optional)</b>	<b>From</b>	<b>To</b>
	<input type="text"/>	<input type="text"/>
<b>E-mail Address</b>	<input type="text"/>	
<b>Mobile Number</b>	<input type="text"/>	

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

<b>Name(s) of the Security holder(s) in Capital as per PAN</b> <small>Copies of PAN Cards of all the Holder(s) duly self-attested with date to be enclosed with this Form.</small>	<b>PAN</b>	<b>PAN Linked to Aadhaar -Y/N</b> <small>Tick any one [✓] *</small>
1. <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes / No <input type="checkbox"/>
2. <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes / No <input type="checkbox"/>
3. <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes / No <input type="checkbox"/>
4. <input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes / No <input type="checkbox"/>

**Note:** \* PAN shall be valid only if it is linked to Aadhaar by March 31, 2023, or any other date as may be specified by CBDT.  
Check Status of PAN linked with Aadhaar at <https://www.incometax.gov.in/iec/foportal> For Exemptions/Clarifications on PAN refer Instruction.

### Bank Account Details of First Holder

<b>Name of the Bank &amp; Branch</b>	<b>IFSC</b>	
<b>Bank A/c No.</b>	<b>Tick any one [✓] Acct type</b> <input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> Any other [ <input type="text"/> ]	

**Note:** Original cancelled cheque leaf bearing the name of the first holder is mandatory, failing which first security holder shall submit copy of bank passbook / statement attested by the Bank for registering the Bank Account details.

<b>Demat Account Number</b>	<b>16 digit DPid /Client id</b> [ <input type="text"/> ]
-----------------------------	--

**Also provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.**

**Authorization:** I / We authorise you (RTA) to update the above PAN and KYC details in my / our above Folio No, provided by me/us.

**Declaration:** All the above facts and documents enclosed are true and correct.

	First Named Holder	Joint Holder - 1	Joint Holder - 2	Joint Holder - 3
<b>Signature</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Name</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Address</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>PIN</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Note:** If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as specified in point (3) overleaf. (Use separate Annexure to Form ISR-1 to update the above PAN and other KYC details as provided in this form with the additional Folio(s) where you are the First Named holder of securities, in such issuer companies.)

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

No.	✓	Document/Information /Details	Instruction/Remark
1	<input type="checkbox"/>	PAN of (all) the (joint) holder(s)	PAN Card copies of all the holders duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar by March 31, 2023, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2	<input type="checkbox"/>	Demat Account Number	Provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.
3	<input type="checkbox"/>	Proof of Address of the first Holder	<p><b>Provide self attested copy with date stamp of any ONE of the documents, issued by a Govt. Authority, only if there is change in the address;</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Client Master List (CML) of the Demat Account of the holder/claimant, duly signed by the Depository Participant with stamp.</li> <li><input type="checkbox"/> Unique Identification Number (UID) (Aadhaar)</li> <li><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance Bill*</li> <li><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill – Not more than 3 months old.</li> <li><input type="checkbox"/> Identity card (with Photo) / document with address, issued by 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 organization stamp.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> The proof of address in the name of the spouse*</li> </ul> <p><b>*Kindly provide additional self-attested copy of Identity Proof of the holder/ claimant/ spouse.</b></p>
4	<input type="checkbox"/>	Bank details	Original cancelled cheque leaf bearing the name of first holder OR latest copy of the bank passbook/statement with details of bank name, branch, account number and IFSC duly attested by the bank. Alternatively, Bank details as per CML enclosed will be updated in the folio.
5	<input type="checkbox"/>	E-mail address (Optional)	As mentioned on Form ISR-1, alternatively the E-mail address available in the CML as enclosed will be updated in the folio.
6	<input type="checkbox"/>	Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio.
7	<input type="checkbox"/>	Specimen Signature	Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder.
8	<input type="checkbox"/>	Nomination	<p><b>Submit these Form(s) separately for each listed company.</b> (Use any ONE of the following options.)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>SH-13</b> For First Time Nomination</li> <li><input type="checkbox"/> <b>SH-14</b> For Cancellation or Variation in Nomination</li> <li><input type="checkbox"/> <b>SH-14 and ISR-3</b> For Cancellation of Nomination and to "Opt-Out"</li> <li><input type="checkbox"/> <b>ISR-3 To "OPT-Out"</b> of Nomination or if No Nomination is required</li> </ul>

Note:

- 1) In case of additional folios for securities held under the same First Named holder for Companies managed by the same RTA, details of such folios to be completed in Annexure to Form ISR-1 along with the required declaration and authorisation.
- 2) All the above blank forms along with the mode of submission are available on our website

# Annexure to Form ISR – 1

(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, IN THE UNDERSTATED COMPANIES

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

Dear Sir/Madam,

I/We request you(RTA), to register / update the details of PAN and KYC details in the following additional Companies where the securities are held in my/our name(s) and the first named holder is in the same order as that which is mentioned in Form ISR-1.

Pl note: Use of this Annexure without Form ISR-1, will be rejected.

Date : / /

Sr.No	Name of the Issuer Company	Folio No.	Quantity of Securities	Face Value of Securities	Start-Distinctive ( Optional )	End-Distinctive ( Optional )

(Use a copy of this sheet, if extra space is required)

**Authorization:** I/We authorise you (RTA) to update the PAN and KYC details as provided by me/us as per Form ISR-1, in my / our above Folio No(s), held in my / our name(s) in which I/we are the holder(s) of securities where first holder remains unchanged. The original Form ISR-1, duly filled in by me/us is attached with Annexure to Form ISR-1.

**Declaration:** All the above facts and documents enclosed are true and correct.

	First Named Holder	Joint Holder - 1	Joint Holder - 2	Joint Holder - 3
<u>Signature</u>				
<u>Name</u>				

**Note:** If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as per the instructions stated in point (3) of Form ISR-1.

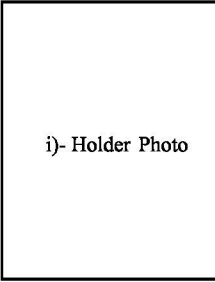
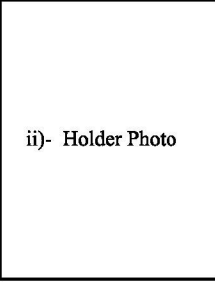
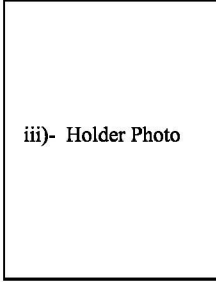
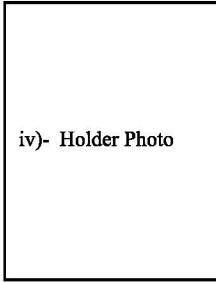





(Use separate Annexure to Form ISR-1 to update PAN and other KYC details as provided in Form ISR-1 where you are the First Named security holder in such issuer companies. serviced by us.)

# Form ISR – 2

(SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03,2021)

## Confirmation of Signature of Securities Holder by the Banker

Serial No :   
as mentioned in KYC Form

<b>1. Bank Name and Branch</b>	<input style="width: 100%; height: 25px;" type="text"/>		
<b>2. Bank contact details</b>	<input style="width: 100%; height: 25px;" type="text"/>		
Postal Address	<input style="width: 100%; height: 25px;" type="text"/>		
Mobile/Tel number	<input style="width: 100%; height: 25px;" type="text"/>		
E-mail address	<input style="width: 100%; height: 25px;" type="text"/>		
<b>3. Bank Account number</b>	<input style="width: 60%; height: 25px;" type="text"/>	<i>attach original cancelled cheque leaf</i>	
<b>4. Account opening date</b>	<input style="width: 100%; height: 25px;" type="text"/>		
<b>5. Account holder's PAN</b>	<b>Account Holder's Name</b>		
i) <input style="width: 150px; height: 25px;" type="text"/>	i) <input style="width: 150px; height: 25px;" type="text"/>		
ii) <input style="width: 150px; height: 25px;" type="text"/>	ii) <input style="width: 150px; height: 25px;" type="text"/>		
iii) <input style="width: 150px; height: 25px;" type="text"/>	iii) <input style="width: 150px; height: 25px;" type="text"/>		
iv) <input style="width: 150px; height: 25px;" type="text"/>	iv) <input style="width: 150px; height: 25px;" type="text"/>		
<b>6. Latest photograph of the account holder(s)</b>			
 i)- Holder Photo	 ii)- Holder Photo	 iii)- Holder Photo	 iv)- Holder Photo
<b>7. Account holder(s) details as per Bank Records</b>			
a) Address	<input style="width: 100%; height: 25px;" type="text"/>		
	<input style="width: 100%; height: 25px;" type="text"/>		
	<input style="width: 100%; height: 25px;" type="text"/>		
b) Mobile/Tel number	<input style="width: 100%; height: 25px;" type="text"/>		
c) Email address	<input style="width: 100%; height: 25px;" type="text"/>		
d) Signature(s) of the Holder(s)			
i)  _____	 <i>Bank Manager's Signature and Bank Seal</i>		
ii)  _____			
iii)  _____			
iv)  _____			
<b>-- (To be Mandatorily Filled by the Bank Official) --</b>			
Place: <input style="width: 150px; height: 25px;" type="text"/>	Name of the Bank Manager : <input style="width: 150px; height: 25px;" type="text"/>		
Date: <input style="width: 150px; height: 25px;" type="text"/>	Employee Code :	<input style="width: 150px; height: 25px;" type="text"/>	
Mobile / Tel no: <input style="width: 150px; height: 25px;" type="text"/>	Email_id :	<input style="width: 150px; height: 25px;" type="text"/>	

# Form ISR - 3

## Declaration Form for Opting-out of Nomination by Holders of Physical Securities in Listed Companies

(SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021)

Date:

Name of the Company :

Address of the Company :

Serial No:   
(As mentioned in KYC Form)

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

Nature of Securities Tick ✓ as relevant	Folio No.	No. of Securities *	Certificate No.	Distinctive No(s) ( From – To )
Equity / Debentures <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I / We the holder(s) of the securities particulars of which are given hereinabove, **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.

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.

### Signature(s) as per Specimen recorded with the Company.

	First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
<u>Signature</u>				
<u>Name</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Witness Details:

Name of Witness	<input type="text"/>	Signature	<input type="text"/>
Address of Witness	<input type="text"/>		
	<input type="text"/> Pin: <input type="text"/>	Date	<input type="text"/>

\* Use of ISR-3 (ie to Opt-Out of Nomination OR if "No\_Nomination" is required by the investor ) will be applied for the entire securities against the said Folio.



**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]

Date:

To,   
Name of the Company :   
Address of the Company:

Serial No:   
(As mentioned in KYC Form)

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(s) ( From – To )
Tick ✓ as relevant				
Equity / Debs/ Bonds	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**(2) PARTICULARS OF NOMINEE/S** — [Use photocopies of this blank nomination form in case of additional Multiple Nominations in the same folio ]

Name of Nominee	<input type="text"/>		
Address of Nominee	<input type="text"/>	Date of Birth	{ <input type="text"/> }
Father's/Mother's/ Spouse's name	<input type="text"/>	Occupation	<input type="text"/>
Relationship with the security holder	<input type="text"/>	Nationality	<input type="text"/>
E-mail_id	<input type="text"/>	Mobile No	<input type="text"/>

**(3) IN CASE NOMINEE IS A MINOR** —

Name of Guardian	<input type="text"/>	Date of Birth	{ <input type="text"/> }
Address of Guardian	<input type="text"/>	Date of attaining majority	{ <input type="text"/> }

Signature(s) as per Specimen recorded with the Company.

	First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
Signature	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Witness Details:**

Name of Witness	<input type="text"/>	Signature	<input type="text"/>
Address of Witness	<input type="text"/>		
	<input type="text"/> Pin: <input type="text"/>	Date	<input type="text"/>

\* Nomination will be registered for entire holding in the folio. In case of more than one nominee, the ratio should be furnished & separate form to be filled for each nominee.

**Form SH-13 - INSTRUCTIONS**

[Please follow the instructions given below very carefully while filling in your Nomination request.]

**1. Nomination can be made only by individuals** applying/holding securities on their own behalf, singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. The nomination will be registered only when it is complete in all respects including the signature of (a) all registered holder(s) (as per specimen lodged with the Company) /RTA and (b) the complete details of the nominee and witness being furnished.

**2.** A minor can be nominated by a holder(s) of securities and in that event the name and address of the Guardian shall be furnished by the holder(s).

**3.** The nominee shall not be a trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family, or a power of attorney holder. A Non-Resident Indian can be a nominee on re-patriable basis provided RBI approval granted to the nominee is registered with the Company / RTA.

**4.** In case you have multiple folios, then you may take a photocopy of this Form.

**5.** Nomination request would be considered for securities held in physical form only.

**6.** The nomination will be valid, if the registration of Nomination is done before the demise of the holder.

**7.** The nomination stands rescinded whenever the securities in the given folio are transposed /transmitted/ amalgamated, in such a scenario a new Nomination Form will have to be filled by the security holder(s).

**8.** The Holder(s) can override (delete or change) an earlier nomination by executing a fresh Nomination Form SH-14 for which a fresh registration number will be allotted. The earlier nomination will automatically stand cancelled.

**9.** In case the holder(s) desires to nominate more than one person as nominee, the ratio shall be mentioned and separate form to be filled for each nominee.

**10.** Nomination registration number will be allotted upon successful registration.

**11.** The Company / RTA will entertain claims of registered nominees only.

**12.** The Nominee will be entitled to all the rights in the securities upon demise of all holders in the folio.

**13.** Kindly note that the nomination being a legal document the same should be dated by the security holder. Furthermore, the date of execution on the Nomination Form should match with the date of witness, witnessing the document.

**■ For Office Use Only**

**■** Nomination Registration Number :

**■** Date of Registration :

**■** Checked and Signature of Employee :

## 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]

To,   
 Name of the Company :   
 Address of the Company:

Date:   
 Serial No:   
*(As mentioned in KYC Form)*

I/We, hereby cancel the nomination(s) made by me/us in favour 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 Tick ✓ as relevant	Folio No.	No. of Securities*	Certificate No.	Distinctive No(s) ( From – To )
Equity / Debs/ Bonds	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

**(2) PARTICULARS OF THE NEW NOMINEE/S** — [Use photocopies of this Form-SH-14 in case of additional Multiple New Nominations in the same folio ]

Name of Nominee	<input style="width: 100%; height: 20px;" type="text"/>		
Address of Nominee	<input style="width: 100%; height: 20px;" type="text"/>		Date of Birth { <input style="width: 50px; height: 15px;" type="text"/> }
Father's/Mother's/ Spouse's name	<input style="width: 100%; height: 20px;" type="text"/>		Occupation <input style="width: 100%; height: 20px;" type="text"/>
Relationship with the security holder	<input style="width: 100%; height: 20px;" type="text"/>		Nationality <input style="width: 100%; height: 20px;" type="text"/>
E-mail_id	<input style="width: 100%; height: 20px;" type="text"/>		Mobile No <input style="width: 100%; height: 20px;" type="text"/>

**(3) IN CASE NEW NOMINEE IS A MINOR** —

Name of Guardian	<input style="width: 100%; height: 20px;" type="text"/>		Date of Birth { <input style="width: 50px; height: 15px;" type="text"/> }
Address of Guardian	<input style="width: 100%; height: 20px;" type="text"/>		Date of attaining majority { <input style="width: 50px; height: 15px;" type="text"/> }

Signature(s) as per Specimen recorded with the Company.

	First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
Signature	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>
Name	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

**Witness Details:**

Name of Witness	<input style="width: 100%; height: 20px;" type="text"/>		Signature	
Address of Witness	<input style="width: 100%; height: 20px;" type="text"/>			
	<input style="width: 100%; height: 20px;" type="text"/>	Pin <input style="width: 50px; height: 15px;" type="text"/>	Date	<input style="width: 100%; height: 20px;" type="text"/>

\* New Nomination will be registered for entire holding in the folio. In case of more than one new-nominee, the ratio should be furnished & separate form to be filled for each of the new-nominee.

**Form SH-14 - INSTRUCTIONS**

[Please follow the instructions given below very carefully while filling in your request for Cancellation/Variation in Nomination registered.]

Upon successful execution of SH-14, the earlier Nomination shall stand cancelled.

**1. The New-Nomination can be made only by individuals** applying/holding securities on their own behalf singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. The new nomination will be registered only when it is complete in all respects including the signature of (a) all registered holders (as per specimen lodged with the Company / RTA ) and (b) the complete details of the new nominee and witness being furnished.

**2.** A minor can be nominated as a new nominee by holder(s) of securities and in that event the name and address of the Guardian shall be furnished by the holder(s).

**3.** The new nominee shall not be a trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family, or a power of attorney holder. A Non-Resident Indian can be a new nominee on re-patriable basis provided RBI approval granted to the new nominee is registered with the Company.

**4.** In case you have many folios, then you may take a photocopy of this form.

**5.** Request for Change/Cancellation in Nomination in Form SH-14 will be considered for securities held in physical form only.

**6.** The new nomination will be valid, if the registration of Nomination is done before the demise of all the holders in the folio.

**7.** The nomination stands rescinded whenever the securities in the given folio are transposed /transmitted/ amalgamated, in such a scenario a new Nomination Form will have to be filled by the security holder(s).

**8.** In case the holder(s) desires to nominate more than one person as nominee, the ratio shall be mentioned and separate form to be filled for each nominee.

**9.** Fresh Nomination registration number will be allotted upon successful registration.

**10.** The Company / RTA will entertain claims of registered nominees only.

**11.** The new nominee will be entitled to all the rights in the securities upon demise of all holders in the folio.

**12.** In case the nomination already registered is being cancelled by submission of SH-14 and a fresh nomination is not being registered, the security holder(s) is/are mandatorily required to submit Form ISR-3 to 'Opt Out' of Nomination.

**13.** Kindly note that the nomination being a legal document the same should be dated by the security holder. Furthermore, the date of execution on the Nomination Form should match with the date of witness, witnessing the document.

■ **FOR OFFICE USE ONLY** :

■ Nomination Registration Number :

■ Date of Registration :

■ Checked and Signature of Employee :