

## Important Notice for holders of Physical securities

- SEBI has, vide Circular No. [SEBI/HO/MIRSD/MIRSD\\_RTAMB/P/CIR/2021/655](#) dated November 3, 2021, read with clarificatory SEBI Circular No. [SEBI/HO/MIRSD/MIRSD\\_RTAMB/P/CIR/2021/687](#) dated December 14, 2021 has mandated furnishing of the following by holders of physical securities:

1. PAN,
2. Address with PINCODE,
3. Email address,
4. Mobile number,
5. Bank account details,
6. Nomination and
7. Specimen signature.

Folios wherein any one of the cited documents/ details are not available on or after April 01, 2023, shall be frozen by the Registrars and Transfer Agent of the Company (RTA).

- SEBI, vide Circular No: [SEBI/HO/MIRSD/MIRSD\\_RTAMB/P/CIR/2022/8](#) dated January 25, 2022 has mandated issuance of securities in dematerialized form while processing the following service request:

1. Issue of duplicate securities certificate;
2. Claim from Unclaimed Suspense Account;
3. Renewal / Exchange of securities certificate;
4. Endorsement;
5. Sub-division / Splitting of securities certificate;
6. Consolidation of securities certificates/folios;
7. Transmission;
8. Transposition;

- SEBI has prescribed the following forms to furnish the details required to Kfin Technologies Private Limited, RTA of the Company by the physical securities holders:

<b>Sr No.</b>	<b>Form No.</b>	<b>Description of the Form</b>	<b>Link</b>
1.	<b>ISR-1</b>	Request for Registering PAN, KYC Details or Changes / Updation	<a href="#">ISR-1 form</a>
2.	<b>ISR-2</b>	Confirmation of Signature of securities holder by the Banker	<a href="#">ISR-2 form</a>
3.	<b>ISR-3</b>	Declaration Form for Opting-out of Nomination	<a href="#">ISR-3 form</a>
4.	<b>ISR-4</b>	Request for issue of Duplicate Certificate and other Service Requests	<a href="#">ISR-4 form</a>
5.	<b>SH-13</b>	Nomination Form  (Members are requested to avail of the nomination facility)	<a href="#">SH-13 form</a>
6.	<b>SH-14</b>	Cancellation or Variation of Nomination	<a href="#">SH-14 form</a>