PATANJALI®

Patanjali Foods Limited

CIN: L15140MH1986PLC038536
Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra
Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600
Website: www.patanjalifoods.com

June 24, 2026

Folio: ……………………………..

Number of Shares: ……………………

Name of Shareholder: ……………………………

Address: ………………………………………………………

Name of Joint Holder 1: ……………………..

Name of Joint Holder 2: ……………………

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17/01/2022, 07/03/2023, 31/05/2023, 30/01/2024, 29/04/2024 and 29/05/2025 regarding furnishing PAN, KYC and Nomination and other details by the shareholders holding securities in physical form. You are once again requested to update your PAN / choice of nomination / contact details (postal address with PIN and mobile number) / bank account details / specimen signature with RTA of the Company i.e. Sarthak Global Limited.

The Securities and Exchange Board of India ("SEBI") vide its circular Nos. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 and HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated February 06, 2026, has made it mandatory for the shareholders holding securities in physical form to furnish PAN / choice of nomination / contact details (postal address with PIN and mobile number) / bank account details / specimen signature for their corresponding folio numbers to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN") in form ISR-1.

2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)

3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address in Form ISR-1.

4. Bank account details (bank name and branch, bank account number, IFS Code) in Form ISR-1.

5. Specimen signature in form ISR-1, ISR-2 as may be applicable.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

The shareholders can download the forms mentioned in SEBI circular as given below: -

Sr. No.	Purpose	Form
1.	Request for Registering PAN, Contact details (postal address, Mobile number & E-mail), Bank details, Signature or Changes / updation thereof (only for securities held in physical form)	Form ISR-1
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2
3.	Declaration form for Opting-out of Nomination by holders of physical securities	Form ISR-3
4.	Issue of Duplicate certificate, Replacement / Renewal / Exchange of securities certificate, Consolidation of securities certificate, Sub-division / Splitting of securities certificate, Consolidation of folios, Endorsement, Change in the name of	Form ISR-4

	the holder, Claim from Unclaimed Suspense Account & Suspense Escrow Demat Account & Transposition	
5.	Transmission	Form ISR-5
6.	Nomination Form	Form SH-13
7.	Cancellation or Variation of Nomination	Form SH-14

Copies of the aforesaid Circulars together with the relevant forms are available on the Company's website https://www.patanjalifoods.com/updation-of-kyc/ and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

Please note that:

1. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode upon furnishing all the aforesaid details in entirety.

2. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature, then the security holder would receive all the dividends/interest etc. automatically.

Folios without PAN, KYC details and Nomination:

The security holder(s) whose folio(s) do not have PAN, Contact Details, Bank Account Details and Specimen Signature updated, shall be eligible:

- to lodge grievance or avail any service request from the RTA only after furnishing PAN and KYC details;
- for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
b) Through electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/Nomination/contact details/mobile number/Bank account details/signature:

Sarthak Global Limited
170/10, Film Colony, R.N.T. Marg,
Indore – 452001
email id: investors@sarthakglobal.com
Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**

Sd/-
Ramji Lal Gupta
Company Secretary

Patanjali Foods Limited

CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: May 29, 2025

Folio: ……………………………..

Number of Shares: ……………………

Name of Shareholder: ……………………………

Address: ……………………………………………………

Name of Joint Holder 1: ……………………..

Name of Joint Holder 2: ……………………

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17/01/2022, 07/03/2023, 31/05/2023, 30/01/2024 and 29/04/2024 regarding furnishing PAN, KYC and Nomination and other details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN / choice of nomination / contact details / mobile number / Bank Account Details / Specimen Signature with RTA of the Company i.e. Sarthak Global Limited.

The Securities and Exchange Board of India ("SEBI") vide its circular Nos. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 and SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024, has made it mandatory for the shareholders holding securities in physical form to furnish PAN / choice of nomination / contact details / mobile number / bank account details / specimen signature to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN") in form ISR-1.

2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)

3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address in Form ISR-1.

4. Bank account details (bank name and branch, bank account number, IFS Code) in Form ISR-1.

5. Specimen signature in form ISR-1, ISR-2 as may be applicable.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

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Sr. No.	Purpose	Form
1.	Request for Registering PAN, Contact details (postal address, Mobile number & E-mail), Bank details, Signature or Changes / updation thereof (only for securities held in physical form)	Form ISR-1
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2
3.	Declaration form for Opting-out of Nomination by holders of physical securities	Form ISR-3
4.	Issue of Duplicate securities certificate, Replacement / Renewal / Exchange of securities certificate, Consolidation of securities certificate, Sub-division / Splitting of securities certificate, Consolidation of folios, Endorsement, Change in the name of the holder, Claim from Unclaimed Suspense Account & Suspense Escrow Demat Account & Transposition	Form ISR-4

5.	Transmission	Form ISR-5
6.	Nomination Form	Form SH-13
7.	Cancellation or Variation of Nomination	Form SH-14

Copies of the aforesaid Circulars together with the relevant forms are available on the Company's website https://www.patanjalifoods.com/Investors.php and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

Please note that:

1. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode upon furnishing all the aforesaid details in entirety.

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Please note the following contact details of our RTA to submit your PAN/Nomination/contact details/mobile number/Bank account details/signature:

Sarthak Global Limited
170/10, Film Colony, R.N.T. Marg,
Indore – 452001
email id: investors@sarthakglobal.com
Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**

Sd/-
Ramji Lal Gupta
Company Secretary

Patanjali Foods Limited

(Formerly known as Ruchi Soya Industries Limited)

CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: April 29, 2024

Name of Shareholder:

Folio / DP Id & Client Id No:

Address:

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17.01.2022, 07.03.2023, 31.05.2023 and 30.01.2024 regarding furnishing PAN, KYC and Nomination and other details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN / choice of nomination / contact details / mobile number / Bank Account Details / Specimen Signature with RTA of the Company i.e. Sarthak Global Limited.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 and Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023, has made it mandatory for the shareholders holding securities in physical form to furnish PAN / choice of nomination / contact details / mobile number / bank account details / specimen signature to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN").

2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)

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For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

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5.	Transmission	Form ISR-5
6.	Nomination Form	Form SH-13
7.	Cancellation or Variation of Nomination	Form SH-14

Copies of the aforesaid Circulars together with the relevant forms are available on the Company's website http://www.patanjalifoods.com/kycUpdation.php and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

Please note that:

1. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.

2. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

Mandatory furnishing of PAN, Nomination, contact details, mobile number, bank account details, signature by holder of physical securities

As per the aforesaid SEBI circulars, the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN / choice of nomination / contact details / mobile number / bank account details / specimen signature are not updated with RTA.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
b) Through electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/Nomination/contact details/mobile number/Bank account details/signature:

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170/10, Film Colony, R.N.T. Marg,
Indore – 452001
email id: investors@sarthakglobal.com
Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**
(Formerly known as Ruchi Soya Industries Limited)

Sd/-
Ramji Lal Gupta
Company Secretary

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(Formerly known as Ruchi Soya Industries Limited)
CIN: L15140MH1986PLC038536
Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra
Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: January 30, 2024

Name of Shareholder:

Folio / DP Id & Client Id No:

Address:

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17.01.2022, 07.03.2023 and 31.05.2023 regarding furnishing PAN, KYC and Nomination and other details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN / choice of nomination / contact details / mobile number / Bank Account Details / Specimen Signature with RTA of the Company i.e. Sarthak Global Limited.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021, Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 and Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023, has made it mandatory for the shareholders holding securities in physical form to furnish PAN / choice of nomination / contact details / mobile number / bank account details / specimen signature to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

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3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address.

4. Bank account details (bank name and branch, bank account number, IFS Code).

5. Specimen signature.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

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6.	Nomination Form	Form SH-13
7.	Cancellation or Variation of Nomination	Form SH-14

Copies of the aforesaid Circulars together with the relevant forms are available on the Company's website http://www.patanjalifoods.com/kycUpdation.php and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

Please note that:

1. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.

2. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

Mandatory furnishing of PAN, Nomination, contact details, mobile number, bank account details, signature by holder of physical securities

As per the aforesaid SEBI circulars, the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN / choice of nomination / contact details / mobile number / bank account details / specimen signature are not updated with RTA.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
b) Through electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/Nomination/contact details/mobile number/Bank account details/signature:

Sarthak Global Limited
170/10, Film Colony, R.N.T. Marg,
Indore – 452001
email id: investors@sarthakglobal.com
Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**
(Formerly known as Ruchi Soya Industries Limited)

Sd/-
Ramji Lal Gupta
Company Secretary

Patanjali Foods Limited

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CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: May 31, 2023

Name of Shareholder:

Folio / DP Id & Client Id No:

Address:

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17.01.2022 and 07.03.2023 regarding furnishing PAN, KYC and Nomination details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN, KYC and nomination details with RTA i.e. Sarthak Global Limited, of the Company in order to avoid freezing of folios as per SEBI circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021 and Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, has made it mandatory for the shareholders holding securities in physical form to furnish PAN, KYC details and Nomination to the Registrar and Share Transfer Agent ('RTA') of the Company.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

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2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)

3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address.

4. Bank account details (bank name and branch, bank account number, IFS Code).

5. Specimen signature.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

The shareholders can download the forms mentioned in SEBI circular as given below: -

Sr. No.	Purpose	Form
1.	Request for Registering PAN, KYC details or Changes/updation thereof (only for securities held in physical form)	Form ISR-1
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2
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For Shares in Dematerialized form, request may be sent to the Depository Participant where the shareholder is having account for dematerialized shares.

Freezing of Folios without PAN, KYC details of Nomination

Folios wherein any one of the above-mentioned documents / details are not available, on or after 1st October, 2023 shall be frozen by RTA in terms of aforementioned circular. The frozen folios shall be referred by RTA to the administering authority under the Benami Transaction (Prohibition) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

The securities in the frozen folios shall be:

(a) eligible to lodge grievance or avail any service request from the Company / RTA only after furnishing the complete documents / details as specified above;

(b) eligible for any payment including dividend, interest or redemption payment in respect of such frozen folios, only through electronic mode with effect from April 1, 2024, and an intimation from the Company / RTA to the holder that the payments is due and shall be made electronically only upon complying with the requirements as aforesaid.

Compulsory linking of PAN and Aadhaar by all shareholders in physical mode

From 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes (CBDT), RTA will accept only valid PAN and also verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the shareholders. The folios in which PAN is not valid as on the notified cut-off date of 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes, will also be frozen.

Mandatory furnishing of PAN, KYC details and Nomination by holder of physical securities

As per the aforesaid SEBI circular, the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN, KYC and Nomination documents/ details are received.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
b) Thorough electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/KYC/Nomination/Bank details etc.:

Sarthak Global Limited
170/10, Film Colony, R.N.T. Marg,
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email id: investors@sarthakglobal.com
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For **Patanjali Foods Limited**
(Formerly known as Ruchi Soya Industries Limited)

Sd/-
Ramji Lal Gupta
Company Secretary

Patanjali Foods Limited

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CIN: L15140MH1986PLC038536

Registered Office: 616, Tulsiani Chambers, Nariman Point, Mumbai - 400021, Maharashtra

Email: secretarial@patanjalifoods.co.in **Telephone:** (+91-22) 22828172/69061600

Website: www.patanjalifoods.com

Date: March 07, 2023

Name of Shareholder:

Folio / DP Id & Client Id No:

Address:

Subject: Furnishing of PAN, KYC, Nomination and Bank details by shareholders holding physical securities/shares

Dear Shareholder,

This has reference to our earlier letter dated 17.01.2022 regarding furnishing PAN, KYC and Nomination details by the shareholders holding shares/securities in physical form. You are once again requested to update your PAN, KYC and nomination details with RTA i.e. Sarthak Global Limited, of the Company in order to avoid freezing of folios as per SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021.

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4.	Nomination Form	Form SH-13
5.	Cancellation or Variation of Nomination	Form SH-14

Copies of the Circular together with the relevant forms are available on the Company's website http://www.patanjalifoods.com/kycUpdation.php and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

For Shares in Dematerialized form, request may be sent to the Depository Participant where the shareholder is having account for dematerialized shares.

Freezing of Folios without PAN, KYC details of Nomination

Folios wherein any one of the above-mentioned documents / details are not available, on or after1st April, 2023 shall be frozen by RTA in terms of aforementioned circular. The frozen folios shall be referred by RTA to the administering authority under the Benami Transaction (Prohibition) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

Compulsory linking of PAN and Aadhaar by all shareholders in physical mode

From 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes (CBDT), RTA will accept only valid PAN and also verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the shareholders. The folios in which PAN is not valid as on the notified cut-off date of 31st March, 2023 or any other dates as may be specified by the Central Board of Direct Taxes, will also be frozen.

Mandatory furnishing of PAN, KYC details and Nomination by holder of physical securities

As per the aforesaid SEBI circular, the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN, KYC and Nomination documents/ details are received.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
b) Thorough electronic mode, provided that they are sent through email id of the holder registered with RTA and all documents should be electronically/digitally signed by the shareholder and in case of joint holders, by the first joint holder.

Please note the following contact details of our RTA to submit your PAN/KYC/Nomination/Bank details etc.:

Sarthak Global Limited
170/10, Film Colony, R.N.T. Marg,
Indore – 452001
email id: investors@sarthakglobal.com
Phone No.: +91731-4279626

Thanking You

For **Patanjali Foods Limited**
(Formerly known as Ruchi Soya Industries Limited)

Sd/-
Ramji Lal Gupta
Company Secretary

Dear Shareholder,

RE: UPDATION OF PAN, KYC, NOMINATION AND BANK DETAILS etc.

The Securities and Exchange Board of India ("SEBI") vide its circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021, has made it mandatory for the shareholders holding securities in physical form to furnish PAN, KYC details and Nomination to the Registrar and Share Transfer Agent ('RTA') of the Company i.e. Sarthak Global Limited.

Shareholders holding shares in physical form shall provide the following documents / details to the RTA (i.e. Sarthak Global Limited) of the Company:

1. Permanent Account Number ("PAN").

2. Nomination (for all eligible folios) in Form No. SH-13 or submit declaration to "Opt-Out" in Form No. ISR-3 (Note: Any cancellation or change in nomination shall be provided in Form No. SH-14.)

3. Contact details including address available with RTA with PIN code, Mobile Number, e-mail address.

4. Bank account details (bank name and branch, bank account number, IFS Code).

5. Specimen signature.

For data validation, it shall be mandatory to provide corresponding folio numbers along with mobile number and e-mail ID by the holder.

The shareholders can download the forms mentioned in SEBI circular as given below: -

Sr. No.	Purpose	Form	Download Form
1.	Request for Registering PAN, KYC details or Changes/updations thereof (only for securities held in physical form)	Form ISR-1	(link for download)
2.	Confirmation of Signature of securities holder by Banker	Form ISR-2	(link for download)
3.	Declaration form for Opting-out of Nomination by holders of physical securities	Form ISR-3	(link for download)
4.	Nomination Form	Form SH-13	(link for download)
5.	Cancellation or Variation of Nomination	Form SH-14	(link for download)

Copies of the Circular together with the relevant forms are available on the Company's website and that of the Sarthak Global Limited at http://www.sarthakglobal.com/formats-for-kyc

For Shares in Dematerialised Form request may be sent to the Depository Participant where the shareholder is having account for dematerialized shares.

Freezing of Folios without PAN, KYC details of Nomination

Folios wherein any one of the above-mentioned documents / details are not available on or after1st April, 2023 shall be frozen by RTA in terms of aforementioned circular. The frozen folios shall be referred by RTA to the administering authority under the Benami Transaction (Prohibition) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

Compulsory linking of PAN and Aadhaar by all shareholders in physical mode

From 31st March, 2022 RTA will accept only valid PAN and also verify that the PAN in the existing folios are valid i.e. whether it is linked to the Aadhaar number of the shareholders. The folios in which PAN is not valid as on the notified cut-off date of 31st March, 2022 or any other dates as may be specified by the Central Board of Direct Taxes, will be frozen.

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

As per the aforesaid SEBI circular the RTA shall not process any service request or complaint received from the holder(s) / claimant(s) until PAN, KYC and Nomination documents/ details are received.

In view of the above, please submit the above desired documents to RTA by any one of the following modes:

a) Through hard copies which should be self-attested and dated.
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Please note the following contact details of our RTA to submit your PAN/KYC/Nomination/Bank details etc.:

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