

Intimation to Holders of Physical Shares

- ❖ SEBI, vide its Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, has mandated for all holders of physical shares in listed companies to furnish –
 - PAN
 - Nomination
 - Contact details
 - Bank account details
 - Specimen Signature

❖ Implications

- The folios wherein any one of the cited document/details as in foregoing para above are not available on or after October 01, 2023, shall be frozen by the RTA.
 - 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.
 - Shareholders will not be eligible for any payment including dividend, interest or redemption payment in respect of such frozen folios, with effect from April 01, 2024 unless aforesaid requirements are complied.
 - 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.
- ❖ SEBI has prescribed following forms to furnish requisite details by physical securities holders:

S. No.	Particulars	Form
1	PAN (duly linked with Aadhar)	Form No. ISR - 1
2	Nomination details Cancellation/ Variation of Nomination Declaration Form for Opting-out of Nomination	Form No. SH-13, Form No. SH-14, Form No. ISR-3
3	Contact details (Postal address with PIN, Mobile number & E-mail address)	Form No. ISR - 1
4	Bank account details (Bank name and branch name, Bank account number & IFS code)	Form No. ISR - 1
5	Specimen Signature	Form No. ISR - 1 , Form No. ISR-2

- ❖ The hard copies of the duly signed forms along with self-attested supporting documents should be sent to our RTA at the following address:

Integrated Registry Management Services Private Limited

Unit - Kingfa Science & Technology (India) Limited
2nd Floor, Kences Towers, No.1, Ramakrishna Street,
North Usman Road, T.Nagar, Chennai - 600 017.

Telephone No. - 044 - 28140801 - 03

E-mail ID - yuvraj@integratedindia.in

Alternatively, you can mail the e-signed forms along with self-attested supporting documents to our RTA on yuvraj@integratedindia.in.

- ❖ For further information please refer to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 available here: SEBI Circular on [‘Common and simplified norms for processing investor’s service requests by RTAs and norms for furnishing PAN, KYC details and Nomination’](#)