

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

Dear Shareholders (holding Physical Share Certificates),

Sub: Furnishing of PAN, KYC details and Nomination by holders of physical securities:

Ref:

1. SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021.
2. SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2021/687 dated December 14, 2021.
3. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 January 25, 2022.

SEBI had vide the captioned circulars, mandated furnishing of PAN, KYC details and Nomination by holders of physical Securities. **It is further stated that folios wherein any one of the cited document / details are not furnished or made available on or after April 01, 2023, the relevant folio(s) shall be frozen by the Registrars and Transfer Agent of the Company (RTA).**

Please also note that 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.

Effective **January 1, 2022**, 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 are therefore requested to furnish the following documents / details to the RTA:

S. No.	Particulars	Form
1	Register PAN, KYC, details of Changes/updation thereof a) PAN b) Contact details <ul style="list-style-type: none">• Postal address with PIN• Mobile number• E-mail address c) Bank account details <ul style="list-style-type: none">• Bank name and branch• Bank account number• IFS code	ISR-1
2	Signature Confirmation by Banker	ISR-2
3	Declaration to Opting-out of nomination	ISR-3
4	Request for issue of Duplicate Certificate and other Service Requests*	ISR-4
5	Nomination details	SH-13
6	Cancellation/variation of Nomination	SH-14

*SEBI vide Circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 has stipulated that listed companies shall henceforth issue the securities in dematerialized form only.

The aforesaid forms are available on the website of the Company www.simmondsmarshall.com and RTA <https://web.linkintime.co.in/KYC-downloads.html>.

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

M/s. LINK INTIME (INDIA) PVT LTD
[Unit: Simmonds Marshall Limited]
C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai-400083.
Tel: 022 49186270
Fax: 022-49186060
Email: www.linkintime.co.in

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

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

For SIMMONDS MARSHALL LIMITED

Sd/-

Nirmal Gupta
Company Secretary & Compliance Officer