

POST DELISTING EXIT OFFER



Marvel Vinyls Limited

G-73 Connaught Circus, New Delhi – 110 001

CIN : L74899DL1985PLC021085

Tel : 011-45306666; email : cs@marvelvinyls.com; website : www.marvelvinyls.com

This post delisting exit Letter of Offer (“Exit LOF”) is being sent to you as a residual public shareholder (defined hereinafter) of Marvel Vinyls Limited (“Company”) in respect of the delisting of the Equity Shares in accordance with the Securities and Exchange Board of India (Delisting of Equity Shares) Regulations, 2021, as amended (“Delisting Regulations”) from the BSE Limited (“BSE”). In case you have recently sold your shares in the Company, please hand over this Exit LOF and the accompanying documents to the member of the stock exchange through whom the sale was effected or the person to whom you sold your equity shares, as the case may be

THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION

If you seek any clarifications / information in connection with this offer, kindly contact the Manager to the Offer / Registrar to the Offer :

Manager to the Exit Offer	Registrars to the Exit Offer
 Arihant Capital Markets Limited Merchant Banking Division SEBI Registration No.: INM 000011070 #1011, Solitaire Corporate Park, Guru Hargovindji Road, Chakala, Andheri (E), Mumbai – 400 093 Tel : 022-42254800; Fax : 022-42254880 Email: mbd@arihantcapital.com Website: www.arihantcapital.com Contact Persons: Mr. Amol Kshirsagar / Mr. Satish Kumar P	 BEETAL FINANCIAL & COMPUTER SERVICES (P) LTD SEBI Registration No. INR000000262 Beetal House, 3 rd floor 99 Madangir, Near Dada Harsukhdas Mandir New Delhi – 110 062 Tel : 011-29961281-83; Fax : 011-29961284 Email : beetal@beetalfinancial.com Website : www.beetalfinancial.com Contact Person : Mr. Puneet Mittal

September 15, 2022

Dear Shareholder(s)

Offer Letter from Suave Enterprises Private Limited, on behalf of all the Promoters of Marvel Vinyls Limited (“the Company”) (“Acquirer” / “Promoter”), having its registered office at C-50 Rajouri Garden, New Delhi – 110 027, an entity belonging to part of the promoter group of the Company, inviting to tender your fully paid-up Equity Shares of Rs. 10/- each of the Company at an Offer Price of Rs. 89/- per Equity Share under the post-delisting exit offer.

As you are aware, the Equity Shares of the Company are listed at BSE Limited (“BSE”) and the Company intends to delist its Equity Shares from BSE in compliance with applicable rules / regulations in this regard. We, the Acquirer and on behalf of all the promoters of the Company, wish to provide you an exit opportunity pursuant to the provisions of Chapter VI of the SEBI Delisting Regulations and have appointed **Arihant Capital Markets Limited** as Merchant Banker / manager to the Offer.

Pursuant to the in-principle approval obtained from BSE Limited (“BSE”), the Acquirer made delisting offer seeking to acquire Equity Shares of the Company (“Offer Shares”) from the public shareholders of the Company (“Public Shareholders”) (“Delisting Offer”) and consequently seeking to delist the Equity Shares from BSE, being the only stock exchange where the Equity Shares were listed, in accordance with the Delisting Regulations. The Delisting offer opened on June 10, 2022 and closed on June 16, 2022. The settlement under the delisting offer was made on June 30, 2022.

Following the closure of the Delisting Offer and in accordance with the Delisting Regulations, the Company had applied to BSE seeking final delisting approval of its Equity Shares. The BSE vide its notice number 20220908-6 dated September 8, 2022, had communicated that trading in the Equity Shares of the Company (Scrip Code : 531394) will be discontinued with effect from September 15, 2022 and the above referred scrip will be delisted from Exchange records with effect from September 15, 2022.

Thus, the date of delisting of the Equity Shares from the BSE is September 15, 2022 ("Date of Delisting"). Delisting means that the Equity Shares cannot and will not be traded on the stock exchange and a liquid market for trading of the Equity Shares will no longer be available.

After acquisition of the validly tendered Offer Shares by the Public Shareholders pursuant to the aforesaid Delisting Offer, the equity shareholding of the Promoter and the Promoter group (including the Acquirer), as on date of this Post Delisting Exit Offer Letter is 94.66 % of the fully paid up equity share capital of the Company.

In accordance with the Delisting Regulations and the letter of Securities and Exchange Board of India (SEBI) dated September 30, 2021 ("SEBI Letter"), the Acquirer is hereby providing an exit opportunity to the remaining public shareholders of the Company who did not or were not able to participate in the Delisting Offer, or who unsuccessfully tendered their Equity Shares in the Delisting Offer and are currently holding Equity Shares in the Company ("Residual Public Shareholders"), to tender their Equity Shares for a period of two year from the Date of Delisting. Residual Public Shareholders can tender their Equity Shares to the Acquirer at the Exit Price of Rs. 89/- per Equity Share at any time from September 15, 2022 till September 14, 2024 (the "Exit Offer Period"), on the terms and subject to the conditions set out in this Post Delisting Exit Offer Letter. This Post Delisting Exit Offer Letter has been dispatched to all the Residual Public Shareholders of the Company, whose names appear in the Register of the Members of the Company and to the owners of Equity Shares whose names appear as beneficiaries on the records of the respective Depositories (as the case may be) as on September 09, 2022.

PROCEDURE FOR TENDERING YOUR EQUITY SHARES UNDER THE EXIT OFFER

(A) For shares held in physical form

The procedure for tendering to be followed by the Public Shareholders holding Equity Shares in physical form is detailed below:

- (a) Public Shareholders who are holding Equity Shares in physical form and intend to participate in the Exit Offer will be required to submit the complete set of documents for verification, including
 - duly completed and signed application form;
 - original share certificate(s);
 - valid share transfer form(s) duly filled and signed by the transferor(s) (i.e. by all registered shareholders in the same order and as per the specimen signatures registered with the Company) and duly witnessed at the appropriate place authorizing the transfer in favour of the Acquirer; *(form attached)*
 - self attested copy of the shareholders' PAN card;
 - copy of cancelled cheque;
 - duly completed KYC in Form ISR-1 *(form attached)*;
 - signature attestation in Form ISR-2 *(form attached)*; and
 - any other relevant documents such as power of attorney, corporate authorization (including Board Resolution / specimen signature), notarized copy of death certificate

and succession certificate or probate / will if the original shareholder has deceased etc. as applicable

- (b) In addition, if the address of the Public Shareholder has undergone a change from the address registered in the Register of Members of the Company, the Public Shareholder would be required to submit a self attested copy of address proof consisting of any one of the following viz. valid aadhar card; voter identity card; or passport

Shareholders who are holding fully paid equity shares in physical form and wish to tender their equity shares will be required to send the above mentioned documents / details to Beetal Financial & Computer Services (P) Ltd, (at the address Beetal House, 3rd floor, 99 Madangir, Behind Local Shopping Centre, Near Harsukhdas Mandir, New Delhi – 110 062), the Registrar to the Offer so that the same are received on or before the Offer closing date, at the address given below, in accordance with the procedures as specified in this Letter of Offer and the Form of Acceptance cum Acknowledgement. **The relevant documents should NOT be sent to the Company, Acquirer or the Managers to the Offer.**

All eligible owners of fully paid equity shares of the Company registered or unregistered including those holding shares in street names who wish to avail and accept the Offer can deliver the Form of Acceptance-cum-Acknowledgement along with all the relevant documents to the Registrar to the offer on working days between 11.00 am to 4.00 pm during the offer period.

(B) For shares held in demat form

Beneficial owners (holders of Equity Shares in Dematerialized Form) who wish to tender their Equity Shares will be required to send their Form of Acceptance-cum-acknowledgement along with a photocopy of the delivery instructions in “Off -market” mode or counterfoil of the delivery instruction in “Off-market” mode, duly acknowledged by the Depository Participant (DP) in favor of the Depository Account held by the Acquirer. The details of the Depository Account is given below:

DP Name	UNION BANK OF INDIA
DP ID / Client ID	13025900 01410750
Depository	CDSL
Account Name	Suave Enterprises Private Limited

Note: Shareholders who wish to transfer their shares to the above mentioned account from a demat account maintained with NSDL, should use “inter depository” delivery instruction slip

The Registrar to the Offer will hold in trust the Share Certificate(s) and the Securities Transfer form until the dispatch of the consideration payable or the unaccepted share certificates has / have been dispatched to the public shareholder concerned.

It shall be the responsibility of the public shareholders tendering their Equity Shares in the Exit Offer to obtain all requisite approvals (including corporate, statutory or regulatory approvals), if any, prior to tendering such shares in the Exit Offer and the Acquirer shall take no responsibility for the same. The public shareholders should attach a copy of any such approval to the Application Form for offer wherever applicable. The public shareholders should also provide all relevant documents, which are necessary to ensure transferability of the Equity Shares failing which the Application Form for offer may be considered invalid and may be liable to be rejected or there may be delays in making payment of consideration to such public shareholders.

The Equity Shares to be acquired under this Exit Offer are to be acquired free from all liens, charges and encumbrances and together with all rights attached thereto. Equity Shares that are subject to any charge, lien or encumbrance are liable to be rejected.

Exit Offer period

The exit offer will remain open for a period of 2 years i.e. for the period from September 15, 2022 to September 14, 2024 (both days inclusive). You may tender your application form alongwith the requisite documents as stated above to the Registrars to the Offer.

Settlement

The Acquirer intends to make payments on monthly basis, within 10 working days of the end of the calendar month ("Payment Cycle"). For Example, for the shares tendered by Residual Public Shareholders till October 31, 2022, the payment will be made on or before November 10, 2022.

Important dates for the exit offer

Particulars	Date
Identified Date (for despatch of LOF)	September 09, 2022
Offer open date	September 15, 2022
Offer closure date	September 14, 2024

For **Suave Enterprises Private Limited**
(on behalf of the promoters of Marvel Vinyls Limited)

Sd/-

Ankit Chawla
Director
DIN : 03091709

APPLICATION FORM

In respect of tendering of Equity Shares of face value of Rs. 10/- each of

MARVEL VINYLS LIMITED

pursuant to the Exit Offer by its promoters

Offer Opening Date	September 15, 2022	Offer Closure Date	September 14, 2024
Date for settlement	10 th day of every month	Offer Price	Rs. 89/- per Equity Share

Note: The Public Shareholders should note that this Form should not be sent to the Company or the Promoters or the Manager to the Offer

Dear Sir(s),

Re: Post Delisting exit Offer to acquire fully paid up Equity Shares of Marvel Vynils Limited ('Marvel' / 'Company') by the Acquirer at an offer price of Rs. 89/- per Equity Share ('Exit Offer') from the residual public shareholders of the Company

(a) I/We, having read and understood the terms and conditions set out below and in the Exit Offer LOF, hereby tender my/our Equity Shares in response to the Exit Offer; (b) I/We understand that the Equity Shares tendered under the Exit Offer shall be held in trust by the Registrar to the Offer until the time of dispatch of payment of consideration and/or the unaccepted Equity Shares are returned; (c) I/We hereby undertake the responsibility for the Application Form and the Equity Shares tendered under the Exit Offer and I/we hereby confirm that the Acquirer, Company, Manager to the Exit Offer and the Registrar to the Offer shall not be liable for any delay/loss in transit resulting in delayed receipt or non- receipt of the Application Form along with all requisite documents, by us, due to inaccurate/incomplete particulars/ instructions or any reason whatsoever; (d) I/We also understand that the payment of consideration will be done after due verification of Form, documents and signatures and the Acquirer will pay the consideration through banking channels; (f) I/We hereby confirm that the Equity Shares tendered under the Exit Offer are free from any lien, equitable interest, charges & encumbrances; (g) I/We hereby declare that there are no restraints/injunctions, or other orders of any nature which limits/restricts my/our rights to tender these Equity Shares and I/we are the absolute and only owner of these Equity Shares and legally entitled to tender the Equity Shares under the Exit Offer; (h) I/We undertake to immediately return the amount received by me/us inadvertently; (i) I/We agree that upon acceptance of the Equity Shares by the Acquirer tendered by me/us under the Exit Offer, I/we would cease to enjoy all right, title, claim and interest whatsoever, in respect of such Equity Shares of the Company; (j) I/We authorize the Acquirer to accept the Equity Shares so offered, which it may decide to accept in consultation with the Manager to the Offer and Registrar to the Offer in terms of the Exit Offer LOF; (k) I/We further authorize the Registrar to the Offer to return to me/us Equity Shares to the extent not accepted and be released to my/our depository account at my/our sole risk; (l) I/We hereby undertake to execute any further documents, give assurance and provide assistance, which may be required in connection of the Exit Offer and agree to abide by the decisions taken in accordance with the applicable laws, rules and regulations; (m) I/We acknowledge and confirm that all the particulars/statements given are true and correct

BOX 1A: Public Shareholder's details (In BLOCK capital letters)

Complete this box with the full name and address of the holder of the Offer Shares. In case of joint holding, details of the first-named holder should be provided along with the names of other joint holders

Name of the sole/First Holder			
PAN		e-mail id	
Address (with PIN code)			
Mobile Number		Landline Number (with STD code)	
Name of the 2 nd Holder			
Name of the 3 rd Holder			

Note: Please write the names of joint holders in the same order as appearing in the share certificate(s)/demat account.

BOX 1B: Type of Investor			
Please tick (√) the box to the right of the appropriate category			
Resident *		Non Resident *	
Individual		Individuals – Repatriable	
HUF		Individuals – Non-Repatriable	
Trust		Individuals other than Non Resident Indian	
Domestic Company		Foreign Institutional Investors – Corporate	
Indian Mutual Fund		Foreign Institutional Investors – Others	
Bank, Insurance Companies & Financial Institutions		Foreign Company	
Indian Venture Capital Fund		Overseas Corporate Bodies (OCB)	
Others (Please specify)		Others (Please specify)	

** Residential status as determined on the basis of criteria laid in Section 6 of the Income Tax Act, 1961, as amended ("IT Act")*

BOX 2: Signature of Public Shareholders		
In case of joint holdings, all holders must sign below in the same order and as per specimen signatures registered with the Company. In case of body corporate a stamp of the company should be affixed and necessary board resolution authorizing the submission of this Form should be attached. By your signature in Box 2, you will also be deemed to be making the acknowledgement and authorizations set out in Box 3 below		
I/We hereby make an offer to tender the number of Offer Shares set out or deemed to be set out in Box 3 in accordance with, and on and subject to the terms and conditions herein, the LOF and the PA		
Sr. No.	Name(s)	Signature(s)
1	Sole/First Holder	
2	Second Holder	
3	Third Holder	

BOX 3: Details of Offer Shares tendered pursuant to the Exit Offer		
You should insert the number of Offer Shares you wish to tender at the offer price of Rs. 89/- per Equity Share		
I/we hereby tender to the Acquirer, the number of Offer Shares as specified below:		
	In Figures	In Words
Number of Shares offered		

BOX 4A: For Public Shareholders holding Offer Shares in physical form					
Sr. No.	Share certificate numbers	Registered folio number	Distinctive Numbers		Number of Offer Shares
			From	To	
1					
2					
3					
4					
Total Number of Offer Shares (If the space provided is inadequate please attach a separate continuation sheet)					

BOX 4B: For Public Shareholders holding Offer Shares in dematerialized form	
Please complete the space provided below with the details of the depository account in which your Offer Shares are presently held, as well as with details of your depository participant.	
<i>I/We confirm that I/we hold my/our Offer Shares in dematerialized form. The details of my/our depository account and my/our depository participant are as follows:</i>	
Name of Depository (CDSL / NSDL)	
Name of Depository Participant	
DP ID No.	
Client ID No. with the DP	
Number of Offer Shares	

CHECKLIST

(Please Tick (✓) the box to the right of the appropriate category)

Physical Shareholders			Dematerialized Shareholders		
1	Application Form		1	Application Form	
2	Original share certificate(s) of the Company		2	Acknowledged delivery instruction slip	
3	Valid share transfer deed(s)		3	Other documents as applicable	
4	Self attested copy of PAN card				
5	KYC Form (ISR-1) and Signature Attestation (ISR-2)				
6	Other documents as applicable				

Notes:

1. All documents sent by/to the Public Shareholders will be at their risk and the Public Shareholders are advised to adequately safeguard their interests in this regard.
2. In the case of Public shareholder(s) other than individuals, any documents, such as a copy of a power of attorney, board resolution, authorization, etc., as applicable and required in respect of support/verification of this Form shall also be provided; otherwise, the application shall be liable for rejection.
3. The number of Equity Shares tendered under the Exit Offer should match with the number of Equity Shares specified in the share certificate(s) enclosed or the Equity Shares held under the respective client ID number. In case of mismatch, the acceptance or partial acceptance of the application will be at the sole discretion of the Registrar to the Offer / Manager to the Offer.

4. In case, the Application Form sent to the Registrar to the Offer is not complete in all respects, the same
5. FOR EQUITY SHARES HELD IN PHYSICAL FORM: Before submitting this Application Form to the, you must execute valid share transfer deed(s) in respect of the Equity Shares intended to be tendered under the Exit Offer and attach thereto all the relevant original physical share certificate(s). The share transfer deed(s) shall be signed by the Public shareholder (or in case of joint holdings by all the joint holders in the same order) in accordance with the specimen signature(s) recorded with the Company and shall also be duly witnessed. A copy of any signature proof may be attached to avoid any inconvenience. In case, the sole/any joint holder has died, but the share certificate(s) are still in the name of the deceased person(s), please enclose the requisite documents, i.e., copies of death certificate/Will/ Probate/Succession Certificate and other relevant papers, as applicable. The decision of Registrars regarding the completeness and validity of documents tendered will be final.
6. FOR UNREGISTERED SHAREHOLDERS: Unregistered Public Shareholders should enclose, as applicable, (a) this Application Form, duly completed and signed in accordance with the instructions contained therein, (b) original share certificate(s), (c) original broker contract note, (d) valid share transfer form(s) as received from the market, duly stamped and executed as the transferee(s) along with blank transfer form duly signed as transferor(s) and witnessed at the appropriate place. All other requirements for valid transfer will be preconditions for acceptance.

ACKNOWLEDGEMENT SLIP			
Application Number (to be filled by the Registrar)			
<p>Received from _____ a Application Form offering _____ Offer Shares of Marvel Vinyls Limited at a Price of Rs. 89/- per Equity Share to the Acquirer.</p>			
For shares in physical form		For shares in dematerialised form	
Folio No.		DP ID No.	
Share certificate No.		Client ID No.	
No. of Offer Shares		No. of Offer Shares	
Received but not verified share certificate(s) and share transfer deed(s)		Stamp / Signature with Date	

Manager to the Exit Offer	Registrars to the Exit Offer
<div style="display: flex; align-items: center;">  <div> Arihant Capital Markets Limited Merchant Banking Division SEBI Registration No.: INM 000011070 #1011, Solitaire Corporate Park, Guru Hargovindji Road, Chakala, Andheri (E), Mumbai – 400 093 Tel : 022-42254800; Fax : 022-42254880 Email: mbd@arihantcapital.com Website: www.arihantcapital.com Contact Persons: Mr. Amol Kshirsagar / Mr. Satish Kumar P </div> </div>	<div style="display: flex; align-items: center;">  <div> BEETAL FINANCIAL & COMPUTER SERVICES (P) LTD SEBI Registration No. INR000000262 Beetal House, 3rd floor 99 Madangir, Near Dada Harsukhdas Mandir New Delhi – 110 062 Tel : 011-29961281-83; Fax : 011-29961284 Email : beetal@beetalfinancial.com Website : www.beetalfinancial.com Contact Person : Mr. Puneet Mittal </div> </div>

the Companies Act, 2013 and sub-rule (1) of rule 11 of the Companies (Share Capital and Debentures) Rules 2014]

FOR THE CONSIDERATION stated below the “Transferor(s)” named do hereby transfer to the “Transferee(s)” named the securities specified below subject to the conditions on which the said securities are now held by the Transferor(s) and the Transferee(s) do hereby agree to accept and hold the said securities subject to the conditions aforesaid.

Name of the Stock Exchange where the company is listed, (if any): _____

Kind/ Class of securities (1)		Nominal value of each unit of security (2)		Amount called up per unit of security (3)		Amount paid up per unit of security (4)	
No. of Securities being Transferred				Consideration received (Rs.)			
In figures		In words		In words		In figures	
Distinctive Number	From						
	To						
Corresponding Certificate Nos.							

Pincode:

Transferees' Particulars

Name in full (1)	Father's/ Mother's / Spouse Name (2)	Address & E-mail id (3)
1. _____	1. _____	_____
2. _____	2. _____	_____
3. _____	3. _____	_____ Pin code _____
		Email id: _____
Occupation (4)	Existing Folio No., if any (5)	Signature (6)
1. _____	_____	1. _____
2. _____		2. _____
3. _____		3. _____

Folio No. of Transferee

Specimen Signature of Transferee(s)

1. _____

2. _____

3. _____

Value of Stamp affixed: Rs. _____

STAMPS

Enclosures:

1. Certificate of shares or debentures or other securities
2. If no certificate is issued, Letter of allotment
3. Copy of PAN Card of all the Transferee(s)(For all listed Cos.)
4. Others, Specify, _____

For Office Use Only

Checked by _____

Signature Tallied by _____

Entered in the Register of Transfer on
_____ vide Transfer no _____

Approval Date _____

Power of attorney / Probate / Death certificate /
Letter of Administration

Registered on _____ at
No _____

Form ISR – 1

(see SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 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]

Date: ____/____/____

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

<input type="checkbox"/> PAN	<input type="checkbox"/> Bank details	<input type="checkbox"/> Signature
<input type="checkbox"/> Mobile number	<input type="checkbox"/> E-mail ID	<input type="checkbox"/> Address

B. Security Details:

Name of the Issuer Company	Folio No.:	
Name(s) of the Security holder(s) as per the Certificate(s)	1. 2. 3.	
Number & Face value of securities		
Distinctive number of securities (Optional)	From	To

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

	✓	Document / Information / Details	Instruction / Remark
1		PAN of (all) the (joint) holder(s)	
		PAN	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Whether it is Valid (linked to Aadhaar): <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> PAN shall be valid only if it is linked to Aadhaar by March 31, 2022* For Exemptions / Clarifications on PAN, please refer to Objection Memo in page 4
2		Demat Account Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
			Also provide Client Master List (CML) of your Demat Account, provided by the Depository Participant.

3	Proof of Address of the first holder	<p>Any one of the documents, only if there is change in the address;</p> <p><input type="checkbox"/> Client Master List (CML) of your Demat Account, provided by DP.</p> <p><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence / Driving License / Flat Maintenance bill.</p> <p><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.</p> <p><input type="checkbox"/> Identity card / document with address, issued by any of the following: Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions.</p> <p><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.</p> <p><input type="checkbox"/> The proof of address in the name of the spouse</p>
4	Bank details	<p>Account Number: _____</p> <p>Bank Name: _____</p> <p>Branch Name: _____</p> <p>IFS Code: _____</p> <p>Provide the following:</p> <p><input type="checkbox"/> <u>original cancelled cheque</u> with name of security holder printed on it or <u>Bank Passbook</u> or <u>Bank Statement attested by the Bank</u> #</p>
5	E-mail address	_____ #
6	Mobile	_____ #

* or any date as may be specified by the CBDT

(DP: Depository Participant)

In case it is not provided, the details available in the CML will be updated in the folio

Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our folio (s) _____, _____, (use Separate Annexure if extra space is required) in which I / We are the holder(s) (strike off what is not applicable).

Declaration: All the above facts stated are true and correct.

	Holder 1	Holder 2	Holder 3
Signature	✓		
Name	✓		
Full address	✓		
PIN	✓ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Mode of submission of documents to the RTA

Please use any one of the following mode;

1. In Person Verification (**IPV**): by producing the originals to the authorized person of the RTA, who will retain copy(ies) of the document(s)
2. In hard copy: by furnishing self-attested photocopy(ies) of the relevant document, with date
3. Through e-mail address already registered with the RTA, with e-sign of scanned copies of documents
4. Service portal of the RTA with e-sign with scanned copies of documents, if the RTA is providing such facility

Note

<ul style="list-style-type: none">• It is mandatory for holders of physical securities in listed company to furnish PAN, full KYC details (address proof, bank details, e-mail address, mobile number) and Nomination (for all the eligible folios).	
<ul style="list-style-type: none">• Upon receipt or up-dation of bank details, the RTA will automatically, pay electronically, all the moneys of / payments to the holder that were previous unclaimed / unsuccessful.	
<ul style="list-style-type: none">• RTA shall update the folio with PAN, KYC details and Nominee, within seven working days of its receipt. However, cancellation of nomination, shall take effect from the date on which this intimation is received by the company / RTA.	
<ul style="list-style-type: none">• RTA shall not insist on Affidavits or Attestation / Notarization or indemnity for registering / up-dating / changing PAN, KYC details and Nomination.	
<ul style="list-style-type: none">• Specimen Signature	<ul style="list-style-type: none">• Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 in SEBI circular SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated November 03, 2021) and• <u>original cancelled cheque</u> with name of security holder printed on it <i>or</i> <u>Bank Passbook</u> <i>or</i> <u>Bank Statement attested by the Bank</u>
<ul style="list-style-type: none">• Nomination**	<ul style="list-style-type: none">• Providing Nomination: Please submit the duly filled up Nomination Form (SH-13) <i>or</i> 'Declaration to Opt out of Nomination' as per Form ISR-3, in SEBI circular SEBI/HO/MIRSD/MIRSD RTAMB/P/ CIR/2021/655 dated November 03, 2021• Change in Existing Nomination: Please use Form SH-14 in SEBI circular SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655• Cancellation of Existing Nomination: use Form SH-14 & Form ISR – 3

** Nomination (**Form SH-13 or SH-14**) / 'Declaration to Opt-Out of nomination' (**Form ISR – 3**), has to be furnished by the holder(s) separately for each listed company.

(Page 3 & 4 is for information to investors; print out of the same is not required)

Objection Memo that can be raised by the RTA

(only if the relevant document / details is / are not available in the folio or if there is a mismatch / discrepancy in the same or change thereof)

Note

RTAs shall raise all objections, if any / at all, in one instance only; the RTA shall not raise further objections on the same issue again and again, after the holder / claimant furnishes all the prescribed documents and details, unless there is any deficiency / discrepancy in the same.

No.	Item	Documents / Details to be provided to the RTA by the holder(s) / claimant(s)
1	PAN – Exceptions and Clarification	‘Exemptions/clarifications to PAN’, as provided in clause D to ‘Instructions/Check List for Filing KYC Forms’ in Annexure – 1 to SEBI circular No. MIRSD/SE/Cir-21/2011 dated October 05, 2011 on Uniform Know Your Client (KYC) Requirements for the Securities Market, shall also applicable for holder(s) / claimant(s) of securities held in physical mode.
2	Minor mismatch in Signature - minor	The RTA shall intimate the holder at the existing address, seeking objection, if any, within 15 days
3	Major mismatch in Signature or its non-availability with the RTA	<ul style="list-style-type: none"> Banker’s attestation of the signature of the holder(s) as per Form ISR – 2 <u>Original cancelled cheque</u> with name of security holder printed on it or <u>Bank Passbook</u> or <u>Bank Statement attested by the Bank</u>
4	Mismatch in Name	Furnish any one of the following documents, explaining the difference in names; <ul style="list-style-type: none"> Unique Identification Number (UID) (Aadhaar) Valid Passport Driving license PAN card with photograph Identity card / document with applicant’s Photo, issued by any of the following: Central / State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions Marriage certificate Divorce decree
5	Present address of the holder is not matching with the address available in the folio	RTA shall issue intimation to both the old and new addresses. <ul style="list-style-type: none"> In case where the letter is undelivered at the old address, RTA shall not insist for any proof of the old address provided the current address proof is in the form of an address proof issued by a Government Authority. The above procedure will be applicable for request for change in address of the holder also

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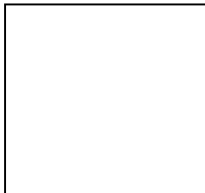



Form ISR – 2

(See circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

Confirmation of Signature of securities holder by the Banker

Name of the Company:- _____

Folio No.:- _____

1. Bank Name and Branch			
2. Bank contact details Postal Address Phone number E-mail address			
3. Bank Account number			
4. Account opening date			
5. Account holder(s) name(s)	1)		
	2)		
	3)		
6. Latest photograph of the account holder(s)			
	1 st Holder	2 nd Holder	3 rd Holder
			
Name:	_____	_____	_____
7. Account holder(s) details as per Bank Records			
a) Address			
b) Phone number			
c) Email address			
d) Signature(s)			
1)		2)	
		3)	
Signature verified as recorded with the Bank			
Seal of the Bank			
	(Signature)		
Place:	Name of the Bank Manager		
	Employee Code		
Date:	E-mail address		

Encl.: 1. Latest account statement/ **cancelled cheque in original** having printed name of the account holder(s).
2. Copy of PAN card, self attested.