

In accordance with Securities and Exchange Board of India (SEBI) Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021, the process for handling investor service requests relating to physical shareholding has been standardized and simplified. Shareholders holding shares in physical form are required to update their PAN, KYC details, bank account details, and nomination with the Registrar and Transfer Agent (RTA).

The circular also prescribes standardized Investor Service Request (ISR) forms for submission of such requests. Shareholders are advised to ensure that their folio details are complete, as folios without valid PAN, KYC details, or nomination may be frozen.

Key Forms:**1. Form ISR-1**

Used by shareholders to submit or update KYC details with the RTA, including:

- PAN
- Address
- Email ID and Mobile Number
- Bank Account Details
- Specimen Signature

2. Form ISR-2

Used for banker attestation of signature in cases where there is a major signature mismatch in the shareholder records.

3. Form ISR-3

Used to submit a declaration for opting out of nomination, if the shareholder does not wish to appoint a nominee.

4. Form ISR-4

Used to request issuance of a duplicate share certificate or replacement of an existing certificate.

Shareholders holding shares in physical form are requested to submit the relevant forms along with the required documents to the Company's Registrar and Transfer Agent to ensure that their records remain updated.