

## **Important Notice for holders of Physical Shares**

SEBI has vide Circular No. SEBI/HO/MIRSD/ MIRSD\_RTAMB/ P/CIR/ 2021 /655 dated November 3, 2021, read with clarificatory SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated December 14, 2021 mandated furnishing of the following by holders of physical shares:

- 1. PAN,
- 2. Address with PINCODE,
- 3. Email address,
- 4. Mobile number,
- 5. Bank account details,
- 6. Nomination and
- 7. Specimen signature.

Further SEBI vide Circular No: SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 has mandated issuance of securities in dematerialized form while processing the following service request:

- 1. Issue of duplicate securities certificate;
- 2. Claim from Unclaimed Suspense Account;
- 3. Renewal / Exchange of securities certificate;
- 4. Endorsement;
- 5. Sub-division / Splitting of securities certificate;
- 6. Consolidation of securities certificates/folios;
- 7. Transmission;
- 8. Transposition;

In view of the above, all the holders of physical shares shall furnish the following documents/ details as furnished in the table below to the Company's Registrar & Transfer Agents, **Messrs. KFin Technologies Private Limited ("KFIN").** 

Sr No.	Form No.	Description of the Form	Download Form
1.	ISR-1	Request for Registering PAN, KYC Details or Changes / Updation.	PDF
2.	ISR-2	<ul> <li>(a) In case of mismatch in the signature of the holder as available in the records of KFintech and the present signature.</li> <li>(b) In case signature is not available with the Company.</li> </ul>	PDF
3.	SH-13	Nomination Form	PDF
4.	SH-14	Cancellation or Variation of Nomination	PDF



Registered Office : Plot No. 280, Sarkhej-Gandhinagar Highway, Near YMCA Club, Makarba, Ahmedabad - 380 051, Gujarat **Corporate Office :** 501, 5<sup>th</sup> Floor, Naman Corporate Link, Opp. Dena Bank, C-31, G Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051, Maharashtra D. B. Corp Limited CIN: L22210GJ1995PLC047208 Website: www.dbcorpltd.com Email: dbcs@dbcorp.in Tel::+91 22 7157 7000 Fax:+91 22 7157 7093



5.	ISR-3	Declaration Form for Opting-out of Nomination	PDF
6.	ISR-4	Request for issue of Duplicate Certificate and other Service Requests	PDF

## Please Note:

The Folios wherein any one of the above cited document(s)/details are not available <u>on or after</u> <u>1<sup>st</sup> April, 2023</u>, shall be frozen by the RTA as per the aforesaid SEBI Circular.

- Securities holder of the frozen folios shall not be eligible to lodge grievance or avail service request from RTA unless complete documents/details as aforesaid are furnished.
- Mode of payment of Dividend, Interest or Redemption payment shall be only by electronic means, on complying with the above mentioned requirements.



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