

ATTENTION OF THE HOLDERS OF PHYSICAL SECURITIES
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- ❖ It is mandatory for all Holders of Physical Securities of listed companies to furnish the following documents / details to RTAs:
 - Valid PAN,
 - Nomination / Declaration to opt-out (for all eligible folios),
 - Contact details (Postal Address, email ID and Mobile Numbers),
 - Bank Account Details (Bank Name, Branch, Account Number, IFS Code),
 - Specimen Signature.

- ❖ The folios shall be frozen, if any one of the above cited documents / details are not available on or after April 01, 2023, which means lodging of investor grievances or availing service request from the RTA and receipt of dividends shall be possible only after furnishing the complete documents / details as aforesaid.

- ❖ The securities in the frozen folios shall be referred to the administrative Authority under The Benami Transactions (Prohibition) Act, 1988 and PLMA, 2002, if they continue to remain frozen as on December 31, 2025.

- ❖ RTAs shall revert the frozen folios to normal status upon (a) receipt of all mandatory documents as cited above, or (b) dematerialization of all the securities in such folios.

- ❖ For further details, please refer to SEBI Circular No. *SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655*, dated *November 03, 2021*.

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