

FOR ATTENTION OF SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM

Dear Shareholder (holding Physical Share Certificate),

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

SEBI has vide [Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated November 3, 2021](#) read with [SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/687 dated December 14, 2021](#) and [SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023](#), mandated furnishing of details of PAN, email address, mobile number, bank account and nomination by holders of physical securities. Further, it is stated that folios wherein any one of the cited document / details are not furnished or made available **on or after October 01, 2023**, the relevant folio(s) shall be frozen by the Registrars and Transfer Agent of the Company (RTA).

Effective October 1, 2023, 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 who have not furnished the documents/details viz., PAN, E-mail address, mobile number, bank account and nomination are requested to send the documents given below:

- PAN, Address, Email Address, Mobile Number, Demat account details and Bank Account details should be furnished in Form No. ISR 1;
- Nomination/Opting out of Nomination details should be furnished in Form SH-13/ISR-3, as applicable.

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

Link Intime India Private Limited,
Unit: Alok Industries Limited
C-101, 247 Park, LBS Marg,
Vikhroli (West), Mumbai - 400083
Tel: +91- 22- 49186000
Fax: +91-22-49186060
Email: rnt.helpdesk@linkintime.co.in

Alternatively, the shareholders can submit the signed forms and relevant documents/details through their email id.

As required by the Income Tax Authorities, please link your PAN and Aadhaar by **June 30, 2023 or any other date as may be specified by the Central Board of Direct Taxes**, if not linked earlier, to avoid freezing of your folio.

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.

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

For **Alok Industries Limited**

Sd/-

Hitesh Kanani
Company Secretary & Compliance Officer
Membership No.F-6188