

Kohinoor Foods Ltd.

Ref. No.:

Date: 20.01.2023

Dear Shareholder(s),

Subject: Request for furnishing of PAN, KYC details, Nomination details and Bank details etc. by shareholders holding shares in physical form

With reference to the captioned subject, we would like to inform you that, the Securities and Exchange Board of India (SEBI) vide its Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 (read with clarification issued by SEBI vide Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021), laid down common and simplified norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination. It has been decided by SEBI that the shareholders holding shares in physical form to mandatorily update their PAN, KYC details, nomination details, bank details, contact details and specimen signature and compulsory linking of PAN with Aadhaar Number by the Shareholders.

SEBI has also stipulated for the shareholders holding shares in physical form that if these details are not made available to the Company or to the Registrar and Share Transfer Agent (RTA) by March 31, 2023, then such folios shall be frozen by the RTA with effect from April 1, 2023 (or any other date as may be notified) as per the directives issued by SEBI.

The shareholders who are yet to **link PAN with their Aadhaar Number** are requested to get the same done before March 31, 2022. Post March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes (CBDT), RTAs shall accept only valid PANs and the ones which are linked to the Aadhaar number. The folios in which PAN is / are not valid as on the notified cut-off date of March 31, 2022 or any other date as may be specified by CBDT, **shall also be frozen by the RTA.**

Please further note that w.r.t. the securities in the frozen folios:

- Any service request will be entertained by the RTA only upon registration / updation of PAN, KYC and Nomination details.
- The frozen folios shall be eligible for any payment including dividend, interest or redemption payment only through electronic mode upon complying with the requirements stated herein (or as per other directive of SEBI).
- 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, if they continue to remain frozen as on December 31, 2025.

In view of above, we in your own interest, request you to kindly submit the self-attested details / documents mentioned in the following table to the RTA at the earliest possible at their address mentioned below:

Kohinoor Foods Ltd.

S. No.	Purpose	Form No.*
1.	Request for registering PAN, KYC details or changes/updation thereof	Form No. ISR-1
2.	Signature (in case of change in signature)	Form No. ISR-2
3.	Nomination registration	Form No. SH-13
4.	Cancellation or variation of existing Nomination	Form No. SH-14
5.	Declaration to opt-out of nomination	Form No. ISR-3

*(*The aforesaid Forms are enclosed herewith and can also be downloaded from the Company's website at _____ or that of RTA's website at www.skylinerta.com).*

Kindly submit the aforesaid self-attested details/ documents to RTA at the following address:

Skyline Financial Services Private Limited

(Unit: _____)

Address: D-153/A, 1st Floor,
Okhla Industrial Area, Phase -I,
New Delhi - 110020

Phone: 011-40450193-97 & 26812682-83,

E-mail: parveen@skylinerta.com, **website:** www.skylinerta.com

Further, we would like to draw your attention that, w.e.f. January 1, 2022, RTA will not process any service request or complaint from Shareholder(s)/Claimant(s), for those Folios wherein the details/documents mentioned in the aforesaid table are not available.

Thanking you,

For **Kohinoor Foods Limited**

Sd/-

Company Secretary & Compliance Officer