

Form ISR – 1

(see SEBI circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

Date :

A. I / We request you to Register / Change / Update the following (Tick (✓) relevant box)

| | | |
|--|---------------------------------------|------------------------------------|
| <input type="checkbox"/> PAN | <input type="checkbox"/> Bank details | <input type="checkbox"/> Signature |
| <input type="checkbox"/> Mobile number | <input type="checkbox"/> E-mail ID | <input type="checkbox"/> Address |

B. Security Details:

| | | |
|---|------|----|
| Name of the Issuer Company | | |
| Folio No. : | | |
| Name(s) of the Security holder(s) as per the Certificate(s) | 1 | |
| | 2 | |
| | 3 | |
| Number & Face value of securities | | |
| Distinctive number of securities (Optional) | From | To |

C. I / We are submitting documents as per Table below (tick (✓) as relevant, refer to the instructions):

| Document / Information / Details | Instruction / Remark | PAN Whether it is Valid (linked to Aadhaar)® |
|----------------------------------|--|--|
| 1. PAN of Shareholder 1 | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| PAN of Shareholder 2 | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| PAN of Shareholder 3 | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

® PAN shall be valid only if it is linked to Aadhaar by March 31, 2022*
For Exemptions/ Clarifications on PAN, please refer to Objection Memo in page 4

| | | |
|--|---|--|
| 2. Demat Account Number | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Also provide Client Master List (CML) of your Demat Account, provided by the Depository Participant. | |
| 3. Proof of Address of first holder | Please see overleaf. | |
| 4. Bank details of first holder | Account Number : | |
| | Bank Name : | |
| | Branch Name : | |
| | IFSC Code : | |
| Provide the following: <u>original cancelled cheque</u> with name of security holder printed on it or <u>Bank Passbook</u> or <u>Bank Statement attested by the Bank #</u> | | |
| 5. E-mail address | | |
| 6. Mobile Number | | |

* or any date as may be specified by the CBDT

(DP: Depository Participant)

In case it is not provided, the details available in the CML will be updated in the folio

Proof of Address of first shareholder

- Client Master List (CML) of your Demat Account, provided by DP.
- Valid Passport/ Registered Lease or Sale Agreement of Residence / Driving License / Flat Maintenance bill.
- Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.
- Identity card / document with address, issued by any of the following: Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions.
- For FII / sub account, Power of Attorney given by FII / sub-account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken.
- The proof of address in the name of the spouse

Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our folio (s) _____, _____, (use Separate Annexure if extra space is required) in which I / We are the holder(s) (strike off what is not applicable).

Declaration: All the above facts stated are true and correct.

Incase of change of Address

| My Old Address as per company's record | My current Address to be recorded |
|--|-----------------------------------|
| | |

| | Holder 1 | Holder 2 | Holder 3 |
|--------------|----------|----------|----------|
| Signature | | | |
| Name | | | |
| Full Address | | | |
| PIN | | | |