**Investor Service Request**

SEBI vide its circular SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 has introduced common and simplified norms for processing investor’s service request by RTAs and norms for furnishing PAN, KYC details and Nomination. Key highlights of the circular are as under:

All holders of physical securities of the Company are mandatorily required to furnishthe following documents / details to the RTA i.e. Aarthi Consultants Private Limited (Aarthi)

a. PAN

b. Nomination

c. Contact Details

d. Bank Account details

e. Specimen Signature

Investors shall submit form ISR-1 to Aarthi for updating PAN and other KYC details.

In case of mismatch in the signature of the holder in the records of Aarthi, the investor shall furnish original cancelled cheque and banker’s attestation of the signature as per form ISR-2.

Investors shall continue to use form SH-13 and SH-14 for declaration of nomination and change in nomination respectively. However, in case investor wants to opt-out of nomination, form ISR-3 shall be filed.

Investors are requested to ensure the above details are updated with Aarthi before April 1, 2023**,** since folios for which the above details are not available thereafter shall be frozen.