



Kkalpana Industries (India) Limited

Dear Shareholder,

Sub: Furnishing of PAN, KYC and Nomination details etc

This is to bring to your notice that Securities and Exchange Board of India vide its Circular Number SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 has mandated furnishing of the following documents / details for **all the holders of Physical Securities**.

01. PAN
02. Nomination details
03. Contact details (postal address with PIN, Mobile Number and E-mail address)
04. Bank Account details (Bank name and branch, bank account number ,MICR, IFSC Code)
05. Specimen Signature

Since the aforesaid details with respect to the shares held by you in the Company are not present in the database of our Registrars M/s CB Management Services (P) Ltd, P 22 Bondel Road, Kolkata 700 019 hence we request you to kindly furnish the same to our Registrars through the enclosed Form ISR-1, alongwith the necessary attachments / documents as stated in the form itself. A copy of the said Form can also be downloaded from the website of the company at <https://www.kkalpanagroup.com> or from the website of our Registrars at <http://www.cbmsl.com>. While filling up the form please strike out the portion which are not applicable to you.

Please note that the PAN to be furnished by you **should be linked with Aadhaar**. In case the same is not so linked you are requested to do the same by March 31, 2022. In the event such linkage is not done within the specified date, then your PAN will be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which no PAN has been furnished.

For appointing a nominee you are requested to furnish the enclosed Form SH-13. A copy of the said form can also be downloaded from the website of the company at <https://www.kkalpanagroup.com> or from the website of our Registrars at <http://www.cbmsl.com>. While filling up the form please strike out the portion which are not applicable to you.

In case you do not wish to nominate any person with respect to the physical shares held by you then, please the furnish Form ISR -3. A copy of the said Form can also be downloaded from the website of the company at <https://www.kkalpanagroup.com> or from the website of our Registrars at <http://www.cbmsl.com>.

In case you wish to cancel / change nomination at a later date with respect to the physical shares held by you then, please furnish the enclosed Form SH-14. A copy of the said Form can also be downloaded from the website of the company at <https://www.kkalpanagroup.com> or from the website of our Registrars at <http://www.cbmsl.com>.



Regd. Office : 2B, Pretoria Street, Kolkata - 700 071, Tel. : +91-33-2282 3744/45/3671/99
Fax : +91-33-2282 3739, E-mail : kolkata@kkalpana.co.in, www.kkalpanagroup.com

Mumbai Office : 106, Laxmi Plaza, Laxmi Industrial Estate, New Link Road, Andheri (West), Mumbai - 400 053, India
Tel.: +91-22-67021470/71/72, Fax : +91-22-6702 1473, E-mail : mumbai@kkalpana.co.in

CIN : L19202WB1985PLC039431



Kkalpana Industries (India) Limited

The aforesaid documents are stated above can be provided to our Registrars by any of the following mode:

01. Through "In person Verification". In this case kindly bring the original documents alongwith copy thereof. The copy will be retained by the Registrars after proper verification.
02. Through hard copies which are self attested and dated.
03. Through electronic mode with e-signature.

In case the aforesaid details are not furnished, then w.e.f April 1, 2023, your folio will be frozen by the Registrars. Such frozen securities shall be referred by the Registrars or the 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.

As such you are kindly requested to take a note of the above and furnish the aforesaid documents at the earliest.

In case you have already furnished the aforesaid documents, then kindly ignore this communication.

Thanking you,

Yours faithfully,

For KKALPANA INDUSTRIES (INDIA) LTD.

Tanvi Panday

**Tanvi Panday
Company Secretary**



Encl.: as above

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