



VISAKA INDUSTRIES LIMITED[®]

CIN: L52520TG1981PLC003072

CORP OFF : "VISAKA TOWER", 1-8-303/69/3, S.P. ROAD, SECUNDERABAD - 500 003.
TEL : +91-40-2781 3833, 2781 3835, www.visaka.co E-mail : vil@visaka.in

Date: June 10th, 2024

Dear Shareholder,

Folio No:

Sub: Reminder to update your KYC against your physical holdings- Urgent attention

Ref: SEBI Circular bearing reference nos. SEBI/HO/MIRSD/POD- 1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD- PoD-1/P/CIR/2023/37dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023)

We draw your kind attention that SEBI, vide its circular bearing reference nos. SEBI/HO/MIRSD/POD- 1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023) mandated that the security holders (holding securities in physical form), whose folio(s) are not updated with the KYC details (any of the details viz., PAN; Choice of Nomination; Contact Details; Mobile Number, Bank Account Details and signature, if any) shall be eligible for any payment including dividend, interest or redemption in respect of such folios, only through electronic mode with effect from **April 01, 2024**. You may also refer to SEBI FAQs by accessing the link : https://www.sebi.gov.in/sebi_data/faqfiles/jan-2024/1704433843359.pdf (FAQ No 38 & 39)

The salient features and requirements of the circular are as follows:

- A. In case of non-updating of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend / interest, etc., shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.
- B. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends / interest etc. declared during that period (from April 01, 2024 till the date of updating) pertaining to the securities held after the said updating automatically.

Accordingly, as mandated vide captioned circulars, the dividend payable against your holdings as liable to be withheld if the KYC details are not updated against your holding. For the purpose of updating of KYC details against your folio, you are requested to send the details as per the formats specified below along with the supporting documents:

- a. Form ISR-1 duly filled in along with self attested supporting documents for updating KYC details
- b. Form ISR-2 duly filled in with banker attestation of signature along with Original cancelled cheque with your name(s) printed thereon or self-attested copy of bank passbook/statement
- c. Form ISR-3 Declaration to opt out nomination if you do not wish to nominate any person
- d. Form SH-13 for updating Nomination for the aforesaid folio
- e. Form SH-14 for Cancellation or Variation of Nomination

The formats as stated above are available on website of the company in the link <https://visaka.co/investors> under the heading "other disclosures" – "statutory forms".

Investors can download the following forms & SEBI Circulars, which are also uploaded on the website of KFin Technologies Limited; <https://ris.kfintech.com/clientservices/isc/isrforms.aspx>

Please forward the duly executed KYC documents in any of the following modes to our RTA , M/s. KFin Technologies Limited (Unit: Visaka Industries Limited), Selenium Tower-B", Plot No 31 & 32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad - 500 032, Telangana.

- a. Through hard copies which should be self -attested and dated. **OR**
- b. Through electronic mode, provided that they are sent through E-mail ID of the holder registered with RTA and all documents should be electronically/digitally signed by the Shareholder and in case of joint holders, by first joint holder. **OR**
- c. Through web- portal of our RTA KFin Technologies Limited - <https://ris.kfintech.com>

We would request you to comply with the above requirements at the earliest, which would ensure credit of dividend amount to your bank account in time by the Company.

Thanking you,

Yours faithfully,

For **Visaka Industries Limited**

Sd/-

Ramakanth Kunapuli

Asst. Vice-President & Company Secretary

M. NO: FCS 5539