

DCM SHRIRAM INDUSTRIES LIMITED

(CIN: L74899DL1989PLC035140)

Regd.Office:Kanchenjunga Building, 18 Barakhamba Road, New Delhi – 110 001



IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

2nd July, 2018

Dear Shareholder(s),

Sub.: Mandatory updation of PAN and Bank details against your holding

Pursuant to SEBI circular dated 20th April, 2018, shareholders whose ledger folios do not have details with regard to PAN and Bank particulars are required to compulsorily furnish the details to the RTA/to the Company for updating the data in respective folio. **As per the records with RTA, your folio needs to be updated with the PAN / complete Bank details so that the investments held by you will be fully protected with proper KYC compliance.**

ACTION REQUIRED FROM YOU

You are requested to submit the following documents to update the records immediately on receipt of this letter.

1. Attached format duly filled in and signed by all the shareholders
2. Self-attested copy of Pan Card of all the holders
3. Cancelled Cheque leaf with name (if name is not printed, self-attested copy of the pass book first page)
4. Address proof (self-attested Aadhaar-card, **or other proofs like Passport, Driving License etc.**)

In case if you have any queries or need any assistance in this regard, please contact;

DCM Shriram Industries Limited 6 th Floor, Kanchenjunga Building, 18 Barakhamba Road, New Delhi – 110 001 Tel. 011 23759350 Email : investorservices@dcmsr.com	M/s Karvy Computershare Pvt. Ltd. Unit : DCM Shriram Industries Limited Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500 032 Toll Free No.: 1800-3454-001 Email : einward.ris@karvy.com
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Thanking you,

Yours faithfully,

DCM Shriram Industries Limited

Sd/

(Y.D. Gupta)

Company Secretary & Compliance Officer

FORMAT FOR FURNISHING THE PAN AND BANK DETAILS

Reference No: ()

TO:

Karvy Computershare Private Limited

Karvy Selenium Tower B, Plot 31-32,

Gachibowli, Financial District, Nanakramguda,

Hyderabad – 500 032

Dear Sir/Madam,

Unit: **DCM SHRIRAM INDUSTRIES LIMITED**

I/ We furnish below our folio details along with PAN and Bank mandate details for updation and confirmation of doing the needful. **I/we are enclosing the self-attested copies of PAN cards of all the holders, original cancelled cheque leaf, Bank pass book and address proof viz., Aadhaar card (or other proof like Passport, Driving Licence etc.) as required for updation of the details:**

Folio No.	
Address of the 1st named shareholder as per the share certificate	
Mobile No	
E-Mail id	
Aadhar No. / *	

Bank Account Details : (for electronic credit of unclaimed dividends and all future dividends)			
Name of the Bank			
Name of the Branch			
Account Number (as appearing in your cheque book)			
Account Type (Saving / Current / Cash Credit)	10 – Saving	11 – Current	13 – Cash Credit
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification			
11 Digit IFSC Code			

	PAN No	Name	Signature
First Holder :			
Joint Holder 1 :			
Joint Holder 2 :			

Date:

Place:

NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.

* Indicate the particulars of other address proof documents.