

LETTER TO ALL PHYSICAL FOLIO'S SHAREHOLDER

To
Shareholders of physical folios of Century Enka Limited

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.

Pursuant to the aforesaid circular, all **holders of physical securities of the Company are mandatorily required to furnish** the following documents / details to the Company's Registrar and Share Transfer Agent ('RTA') i.e., Link Intime India Private Limited.

- a. PAN (Valid PAN-linked with Aadhar)
- b. Nomination/ Declaration to Opt-out
- c. Contact Details (Postal address, Mobile number & E-mail Id)
- d. Bank Account details
- e. Specimen Signature

Relevant formats for updation of aforesaid KYC details & nomination viz; ISR-1, ISR-2, ISR-3, SH-13 & SH-14 are available on the website of the Company as well as on the website of our RTA.

All the holders of physical securities are requested to ensure the above details are updated with Company's RTA at the earliest, since folios for which the above details are not available on or after April 01, 2023 shall be frozen.

Further, the folios in which PANs is/ are not valid as on the notified cut-off date of March 31, 2022 or any other date as may be specified by the CBDT shall also be frozen.

In case of any queries or clarification required, kindly contact Company's RTA or Secretarial Department of the Company at the details mentioned under 'Investor Relations' section on the website of Century Enka Limited.