

## **FOR ATTENTION OF SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM**

Dear Shareholder (holding Physical Share Certificate),

### **Sub: Furnishing of PAN, KYC details and Nomination by holders of physical securities**

SEBI has vide Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with SEBI/HO/MIRSD/MIRSD\_RTAMB/P/ CIR/2021/687 dated December 14, 2021, mandated furnishing of details of PAN, email address, mobile number, bank account and nomination by holders of physical securities. Further, it is stated that folios wherein any one of the cited document / details are not furnished or made available on or after April 01, 2023, the relevant folio(s) shall be frozen by the Registrars and Transfer Agent of the Company (RTA).

**Effective January 1, 2022, shareholders will not be eligible to lodge their grievance or avail service request from the RTA unless PAN, KYC and Nomination documents/details are received.**

All shareholders who have not furnished the documents/details viz., PAN, E-mail address, mobile number, bank account and nomination are requested to send the documents given below:

- PAN, Address, Email Address, Mobile Number, Demat account details and Bank Account details should be furnished in Form No. ISR 1
- Nomination details should be furnished in Form SH-13 or 'Declaration to Opt-out', as per Form ISR-3
- Securities holder(s) can change their nominee through Form SH-14

The hard copies of the duly executed forms along with relevant documents/details should be sent to our RTA at the following address:

Name of the organization	Link Intime India Private Limited
Address	C-101,247 Park, LBS Marg, Vikhroli (West), Mumbai- 400 083.
Telephone	022-49186270
Email	<a href="mailto:kyc@linkintime.co.in">kyc@linkintime.co.in</a>
Website	<a href="https://www.linkintime.co.in">https://www.linkintime.co.in</a>

Alternatively, you can submit the e-signed forms and relevant documents/details through your email id.

As required by the Income Tax Authorities, please link your PAN and Aadhaar by March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes, if not linked earlier, to avoid freezing of your folio.

**Please also note that after December 31, 2025, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and / or Prevention of Money Laundering Act, 2002.**

You may get in touch with our RTA for any queries or assistance in this regard.

For Prime Focus Limited

Sd/-

**Parina Shah**

Company Secretary and Compliance Office