

# INTEC CAPITAL LIMITED

CIN: L74899DL1994PLC057410

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Website : [www.inteccapital.com](http://www.inteccapital.com) Email : [complianceofficer@inteccapital.com](mailto:complianceofficer@inteccapital.com)

Folio:

Date:

Dear Shareholders,

**Subject: Reminder for furnishing of PAN, KYC details and Nomination by holders of physical securities on or before 30 September 2023**

**Reference: SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16 March 2023**

This has reference to our letter dated 8 December 2022 relating to updation of PAN, Nomination and other KYC details pursuant to SEBI circular dated 3 November 2021 superseded by SEBI circular dated 16 March 2023.

According to the said SEBI circular, please note that:

- a) Furnishing of PAN, email address, mobile number, bank account details, Specimen signature and nomination by holders of physical securities is mandatory.
- b) Any service request shall be entertained only up on registration of aforesaid details.

Folios wherein any one of the said document/details are not available on or after **1 October 2023**, shall be frozen by Company's Registrar and Share Transfer Agent (RTA) viz., **BEETAL Financial & Computer Services Pvt Ltd.** Shareholders whose folio(s) will be frozen shall be eligible to lodge grievance or avail any service request only after furnishing the requisite details. Further, payment of dividend in respect of such frozen folio(s) will be made only through electronic mode effective from 1 April 2024.

If the folio(s) continue to remain frozen on 31 December 2025, they 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.

Therefore, we request you to update the documents/details, as per the table given below, immediately up on receipt of this letter.

<b>Sr. No.</b>	<b>Particulars</b>	<b>Please furnish details in</b>
1.	PAN	
2.	Address	
3.	Email Address	
4.	Mobile Number	

5.	Demat account details	
6.	Bank account details	
7.	Signature	
8.	Nomination details	
9.	Cancellation or variation of Nomination	
10.	Declaration to opt out nomination	Form ISR-3

The aforesaid forms can be downloaded from the website of the Company at <https://www.inteccapital.com/investors/investor-information/investor-request-forms/>.

Request you to please fill the attached format and return the same along with requisite self-attested documents and this original cover letter at the following address immediately to enable us to process your request. We suggest you retain a copy of this cover letter for your records.

**BEETAL Financial & Computer Services Pvt Ltd.**

BEETAL HOUSE, 3rd Floor,  
99, Madangir, Behind LSC, New Delhi - 110062  
Ph. 011-29961281-283 , 26051061, 26051064 Fax 011-29961284

Thanking You

Yours faithfully

For **Intec Capital Limited**

--Sd--

Company Secretary

**Encl: As above**