



Dear Shareholders,

Sub: Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities

The Securities and Exchange Board of India ('SEBI') vide its Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 has made it mandatory to furnish PAN, Email address, Mobile Number, Bank Account details and Nomination details by holders of physical securities. Folios wherein any of the said document/details are not available on or after April 01, 2023, shall be frozen and shareholder will not be eligible to lodge grievance or avail service request from RTA and will also not be eligible for receipt of dividend. Further, shareholder holding shares in physical mode are requested to ensure that their PAN is linked to Aadhaar by March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of folio.

Further, as per the above circular of SEBI, the frozen folio 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, after 31st December, 2025.

Keeping the above statutory requirement in view, **Members holding shares in physical form are requested to furnish valid PAN, KYC details and Nomination details immediately to the Company at Industry House, 18th Floor, 10, Camac Street, Kolkata – 700019 Tel: +91 033 4455 5500/98, Fax : +91 33 4455 5537, Email: rakesh.m.sharma@adityabirla.com, or to MCS Share Transfer Agent Limited (RTA) at 383, Lake Gardens, 1st Floor, Kolkata – 700 045, Tel: +91 33 4072 4051/53, Fax: +91 33 4072 4050, E-Mail: mcsstal@rediffmail.com** in the below mentioned forms, to ensure that, their folios are not frozen on or after 1st April, 2023. All Shareholders, who have not yet dematerialised their shares, are also advised to get their shares converted in demat/electronic form to get inherent benefits of dematerialization, as transfer of physical shares except for transmission and transposition cases has been stopped w.e.f 1st April, 2019, as per SEBI Regulations.

S. No.	Form	Purpose
1	Form ISR-1	Request for registering PAN, KYC details or changes / updation thereof
2	Form ISR-2	Confirmation of Signature of securities holder by the Banker
3	Form ISR-3	Declaration Form for Opting-out of Nomination by holders of physical securities (if any)
4	Form SH-13	Nomination Form
5	Form SH-14	Cancellation or Variation of Nomination (if any)

HGI Industries Limited

Regd. Office: Industry House, 18th Floor, 10, Camac Street, Kolkata – 700017, India
CIN: L40200WB1944PLC011754, Tel: +91 33 4455 5500/98, Fax: +91 33 4455 5537/47
E: hgiho@adityabirla.com, W: www.hgiil.com



All the above mentioned forms are available on the website of the Company, i.e., www.hgiil.com and RTA's website, i.e., www.mcsregistrars.com. Should you require physical copies of the aforesaid forms, please write to the undersigned.

Yours Truly
For **HGI INDUSTRIES LIMITED**

Sd/-
Rakesh Sharma
Company Secretary
M. No. : A38093

Place: Kolkata
Date: 30.12.2021

HGI Industries Limited

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