



MARAL OVERSEAS LIMITED

CIN: L17124MP1989PLC008255

Regd. Office: Maral Sarovar, V. & P.O. Khalbujurg, Tehsil Kasrawad
Distt. Khargone - 451 660, Madhya Pradesh

Phone: +91-07285-265401-265405 Fax: +91-07285-265406

Corporate Office: Bhilwara Towers, A-12, Sector – 1, Noida – 201 301 (U.P.)

Phone: +91-120-4390300 (EPABX), Fax: +91-120-4277841

E-mail: maral.investor@lnjbhilwara.com, **Website:** www.maraloverseas.com



Speed Post

MOL/
Folio No :- _____

Dated: 16th December, 2021

Dear Shareholder(s),

RE: UPDATION OF PAN, KYC, NOMINATION AND BANK DETAILS ETC.

Your attention is drawn to recent SEBI Circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3rd November, 2021, wherein it has been decided by the SEBI to mandatorily update the PAN, KYC, Nomination details, Bank details, Contact details and Specimen Signature of all shareholders holding shares in physical form and compulsory linking of PAN with Aadhar Number by all shareholders.

In the said circular, SEBI has also stipulated that if the shareholders holding shares in physical mode do not update the PAN, KYC and Nomination details or these details are not made available to **the Company /their Registrar and Share Transfer Agents (RTA) by 31st March, 2023, then such folios shall be frozen by RTA on or after 01st April, 2023 as per the directive issued by SEBI.**

Therefore, you are requested to comply with the following procedure to avoid any freezing of folios:-

1. First Link your PAN with Aadhar latest by 31st March, 2022. Update the valid PAN with RTA in **Form ISR-1** latest by 31st March, 2023. **A copy of Form ISR-1 is enclosed herewith. The same is also available on the website of the Company.**
2. Update your KYC details in **Form ISR-1** and Nomination details in **Form SH-13** with our RTA latest by 31st March, 2023. **Copies of Form ISR-1 & Form SH-13 are enclosed herewith. The same are also available on the website of the Company.**
3. If you want to register / update the signature in the Company/RTA records, then submit Form **ISR-2** duly verified by your Bank. **A copy of Form ISR-2 is enclosed herewith. The same is also available on the website of the Company.**
4. In case you do not wish to nominate any person with whom shall vest, all the rights in respect of such shares in the event of your death, you are requested to file '**Declaration to Opt-out**' in **Form ISR-3** with our RTA. **A copy of Form ISR-3 is enclosed herewith. The same is also available on the website of the Company.**
5. **If you want to change / cancel the existing nomination, then submit:**
 - a) **Form SH-14** for change in the nomination details.
 - b) **Form SH-14 and Declaration to Opt-out in Form ISR-3** for cancellation of existing nomination.

Copies of Form SH-14 & Form ISR-3 are enclosed herewith. The same are also available on the website of the Company.

6. Submit Bank Account details (Name of Bank with Branch address, account number, IFS Code) to our RTA.
7. Submit Contact Details i.e. Mobile Number and Email Address to our RTA.

You are requested to kindly update your Email Id. and Mobile no. with our RTA for records as well as for receiving communications by electronic means.

If you have already updated all the information(s) stated above with Company/RTA, kindly ignore this letter.

Please note the following **contact details of our RTA** to enable you to submit your PAN/KYC/Nomination/Bank details and to seek any clarification etc.

Registrar & Share Transfer Agent:

MCS Share Transfer Agent Limited

Unit: MARAL OVERSEAS LIMITED

F-65, Okhla Industrial Area, Phase I, New Delhi – 110 020

Phone No. (s): 011-41406149-52, Fax No: 011-41709881

E -mail: helpdeskdelhi@mcsregistrars.com,

Thanking you,

Yours faithfully

For MARAL OVERSEAS LIMITED

Sd/-

VIRENDRA KUMAR GARG

COMPANY SECRETARY

Encl: a) Form ISR-1
b) Form ISR-2
c) Form ISR-3
d) Form SH-13
e) Form SH-14