



JAMNA AUTO INDUSTRIES LIMITED

Regd. Office: Jai Springs Road, Industrial Area, Yamuna Nagar – 135001, Haryana
Corporate Office: Unit No. 408, 4th Floor, Tower-B, Vatika Mindscapes, Sector-27D, NH2,
Faridabad-121003(HR.) Tel. 0129-4006885

Email Id: investors.relations@jaispring.com **Website:** www.jaispring.com

CIN: L35911HR1965PLC004485

Mandatorily furnishing of PAN, KYC details, Bank account details, Nomination and signatures of the shareholders holding physical share certificates.

Dear Shareholder,

As per our records, you are an equity shareholder of the Company holding shares in physical mode. In this context, we would like to draw your attention to SEBI Circular Numbers SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2021/655 dated November 03, 2021, SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2021/687 dated December 14, 2021 and SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 through which it has prescribed common and simplified norms for processing of shareholders requests and mandatory updation of PAN, KYC details, Bank account details, nomination and signatures of shareholders.

Accordingly, time and again, Company had taken various steps and also sent various communication to you at the latest registered address available in our records, requesting to update PAN, KYC details, Bank account details, nomination and signatures for easy accessibility of your shares.

Process to update PAN, KYC, Bank details, nomination and signatures:

The investor service request forms for updation of PAN, KYC, Bank details, Nomination and signatures are available on our website <https://www.jaispring.com/pdf/KYC-Updation.pdf> and forms are also enclosed with this letter for your ready reference.

Below is the brief details of forms:-

Form	Purpose
ISR-1	Request for registering PAN, KYC details or changes / updation thereof
ISR-2	Confirmation of signature of securities holder by the banker
ISR-3	Declaration form for Opting-out of Nomination
ISR-4	Service Requests for any one of the below i.e.: i. issue of duplicate share certificates; ii. claim from unclaimed suspense account, iii. renewal/exchange of securities certificate(s); iv. endorsement, sub-division/splitting of securities certificate(s); v. Consolidation of securities certificate(s); vi. Transmission,; vii. Transposition for requests from iii to vii attach original securities certificate(s).
SH-13	Nomination
SH-14	Change of Nomination

Freezing of folios without PAN, KYC, Bank details, nomination and signatures:

Please note that in case any one of the aforesaid details is not available/updated in the folio of the physical shareholder before 1st October, 2023, such folios shall be frozen by the RTA. Once your folio is frozen, any service request in such folio shall be processed by the RTA only after receipt of the complete documents/ details as aforesaid. Further, if the folio remains frozen till 31st December 2025, it shall be referred to the Administering Authority under Benami Transactions (Prohibitions) Act, 1988 and/or Prevention of Money Laundering Act, 2002 for necessary actions.

Claim of Unpaid Dividend:

The receipt of dividend in physical mode will be accepted after submission of aforesaid documents only. Further, with effect from April 01, 2024 dividend in respect of frozen folios can only be accepted in electronic mode.

Submission of documents:

The aforesaid documents can be submitted by In Person Verification (IPV) or through Post or electronic mode with e-sign at:

Skyline Financial Services Private Limited

Unit: Jamna Auto Industries Limited

D 153/A, 1st Floor, Okhla Industrial Area,

Phase-I, New Delhi-110020

Ph. No. +91- 11-40450193- 97

Email ID: parveen@skylinerta.com or grievances@skylinerta.com

If you have already updated the above-sated information with Company/RTA, kindly ignore this letter.