



## THACKER AND COMPANY LIMITED

Regd. Off.: Bhogilal Hargovindas Building, Mezzanine Fl.18/20,K.Dubhash Marg, Mumbai-400001, India  
CIN No. : L21098MH1878PLC000033  
Tel: 91-22-43553333, Fax: +91-22-2265 8316  
Web-Site: [www.thacker.co.in](http://www.thacker.co.in) E-mail: [thacker@thacker.co.in](mailto:thacker@thacker.co.in)

06<sup>th</sup> January, 2022

Dear Shareholder,

**Subject: Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination**

With reference to captioned subject, we would like inform you that, the Securities and Exchange Board of India ("SEBI") has vide its circular No.SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated 3<sup>rd</sup> November, 2021 laid down common and simplified norms for processing Shareholder's service request by RTAs. The said circular is effective from 1<sup>st</sup> January, 2022 and also requires persons holding shares in Physical Form for mandatory furnishing of PAN, KYC details & nomination, freezing of folios without valid PAN, KYC details & Nomination, compulsory linking of PAN and Aadhaar by Shareholders.

Further, the SEBI vide Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated 14<sup>th</sup> December, 2021 has provided clarifications to the circular dated 3<sup>rd</sup> November, 2021 (collectively referred to as 'the Circulars'), copies of the Circulars together with the relevant forms are available on the website of the Company and Satellite Corporate Services Pvt. Ltd, the Registrar and Transfer Agent ("RTA") at [www.thacker.co.in](http://www.thacker.co.in) and [www.satellitecorporate.com](http://www.satellitecorporate.com) respectively.

In view of above, we in your own interest, request you to kindly submit the self-attested details / documents mentioned in following table to the RTA at the earliest possible at their address mentioned below.

Sr. No.	Documents / details to be provided by Shareholder(s)	Please furnish details in*
1	Valid Pan Linked with Aadhar	Form No. ISR-1
2	Postal Address with PIN	
3	E-mail address	
4	Mobile Number	
5	Demat account details	
6	Bank account details	
7	Signature (in case of change in signature)	Form No. ISR-2
8	Nomination Registration	Form No. SH-13
9	Cancellation or variation of Existing Nomination	Form No. SH-14
10	Declaration to opt-out of nomination	Form No. ISR-3

(\*The aforesaid Forms can be downloaded from the Company website at [www.thacker.co.in](http://www.thacker.co.in) or that of RTA website at [www.satellitecorporate.com](http://www.satellitecorporate.com) ).

**Kindly submit the aforesaid self-attested details / documents to Satellite at the following address:**

**Satellite Corporate Services Pvt. Ltd.  
Unit: THACKER AND COMPANY LIMITED  
A 106 & 107, Dattani Plaza, East West Compound,  
Andheri Kurla Road, Safed Pool Sakinaka,  
Mumbai - 400072.  
Tel : 022-28520461, 022-28520462**

You can also e-mail the aforesaid details / documents duly e-signed / digitally signed (DSC) through your e-mail registered with RTA to [service@satellitecorporate.com](mailto:service@satellitecorporate.com)

Further, we would like to draw your attention that, w.e.f. 01<sup>st</sup> January, 2022, RTA will not process any service request or complaint from Shareholder(s)/Claimant(s), for those Folios wherein the details/documents mentioned in the aforesaid table are not available and the said Folios shall be frozen by the RTA/the Company in the manner and timelines prescribed in the Circulars.

You are requested to kindly go through the SEBI Circulars and comply and submit the aforesaid details/documents to RTA at the earliest. In case of any clarification/assistance, please contact with the RTA / the Company at Tel : 022-28520461 & Tel.: 022- 43553351 respectively.

Thanking you,

Yours Faithfully,

For Thacker and Company Limited

Sd/-  
Shefali Patel  
Company Secretary and Compliance Officer.  
ICSI Membership No.: A36462

This communication is computer generated and hence does not require signature