ansal HOUSING & CONSTRUCTION LTD.
An ISO 9001:2015 Company

Registered Office : 606, 6th Floor, Indra Prakash, 21, Barakhamba Road, New Delhi - 110001
Ph.: +91-11-23317466, Fax : +91-11-23350847 www.ansals.com e-mail : ahcl@ansals.com
Head Office : Ansal Plaza Mall, 2nd Floor, Sector-1, Vaishali, Ghaziabad, (U.P.)-201010 Ph.: 91-0120-3854000
CIN:L45201DL1983PLC016821

Ref. No.: SECY/S-16/2018 01st October, 2018

Listing Compliance Cell BSE Ltd. Phiroze Jeejeebhoy Towers, Dalal Street, **Mumbai – 400 001** Phone : 022-22721233-34	The Manager (Listing) National Stock Exchange of India Ltd. "Exchange Plaza", Bandra-Kurla Complex, Bandra (E), Mumbai – 400 051 Phone: 011-26598236
COMPANY NO. 507828	**SYMBOL : ANSALHSG** **SERIES : EQ**

Sub: Letter sent to Shareholders holding Shares in physical form for providing PAN, Bank Detail and conversion of Physical Shares into Dematerialized form before placing request for transfer of Shares.

Dear Sir,

Pursuant to Regulation 30 read with Part A of Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, this is to inform you that the Company has, through its Registrar & Transfer Agent namely, M/s Link Intime India Private Limited, has sent letter to all its Shareholders holding Shares in physical form informing them to update their PAN, Bank Details with the Company/ RTA in compliance with the SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 and conversion of Physical Shares into Dematerialized form before placing request for transfer of Shares pusrsuant to SEBI Notification SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018.

A copy of the said letter is attached for your reference and records.

Kindly take the above information on record.

Thanking you.

Sincerely yours,
For Ansal Housing and Construction Limited

Ansal Housing & Construction Ltd. New Delhi

(S.N. Grover)
Addl. V.P. & Company Secretary
M.No. FCS 4055

Encl:- As stated above.

LINKIntime

Link Intime India Pvt. Ltd
CIN: U67190MH1999PTC118368
C -101, 247 Park, L.B.S. Marg, Vikhroli (West),Mumbai - 400083
Tel: 022-49186270 Email:rnt.helpdesk@linkintime.co.in
Website:www.linkintime.co.in

Subject: - **I) Updating the necessary KYC details of registered and/or joint holders holding shares in physical form.**
ii) Intimation about the impact of SEBI Notification SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018

Dear Sir/Madam,

I) We refer to the SEBI Circular No SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April 2018 & BSE Circular No LIST/COMP/15/2018-19 dated 5th July 2018 by which they have directed all the listed companies to record the PAN, Bank account details of all their shareholders and advise them to dematerialise their physical securities. Accordingly your Company has initiated steps for registering the PAN details (including joint holders if any) and the BANK ACCOUNT details of all the registered shareholders.

We would also like to register other KYC details such as email id, mobile number, specimen signature and nomination. Your present status of each of these requirements is provided in the KYC form. We request you to kindly fill in the details in the KYC form and forward the same along with all the supporting documents based on requirements considering the below mentioned points. Single copy of supporting document is sufficient for updating multiple subjects.

A. For updating PAN of the registered and/or joint shareholders :
- Self- attested legible copy of PAN card (exempted for Shareholders from Sikkim)

B. For updating Bank Account details of the registered shareholder:

1. In cases wherein the original cancelled cheque leaf has the shareholder's name printed
- For address proof : Self- attested legible copy of Aadhaar/passport/utility bill (not older than 3 months)
- Original cancelled cheque leaf containing the Bank A/c No., Bank Name, type of account, IFSC Code, MICR Code and the name of the shareholder printed on the cheque leaf.

OR

2. In cases wherein the cancelled cheque leaf does NOT contain the shareholder's name printed on it
- For address proof : Self- attested legible copy of Aadhaar/passport/utility bill (not older than 3 months)
- Original cancelled cheque leaf containing the details, Bank A/c No., Bank Name, type of account, IFSC Code, MICR Code.
- Legible copy of the bank passbook / bank statement specifying the KYC details of the registered shareholder such as the name, address, bank account number etc. duly attested by the officer of the same bank with his signature, name, employee code, designation, bank seal & address stamp, phone no. and date of attestation.

C. For updating the Specimen signatures of the registered and/or joint shareholders:
- Affidavit duly notarised on non-judicial stamp paper of Rs. 100/- (format available on www.linkintime.co.in under Resources-Download-General-Change of Signature- Affidavit for change of signature).
- Banker's verification (format available on www.linkintime.co.in under Resources-Download-General-Change of Signature format for signature verification)
- Original cancelled cheque containing the details, Bank A/c No., Bank Name, type of account, IFSC Code, MICR Code and the name of the shareholder printed on the cheque leaf.
- If the cancelled cheque leaf does not contain shareholder's name - legible copy of the bank passbook / bank statement specifying the KYC details of the registered shareholder such as the name, address, bank account number etc. duly attested by the officer of the same Bank with his signature, name, employee code, designation, bank seal & address stamp, phone no. and date of attestation.

D. For registering Email id of registered shareholder: Email-id of the registered shareholder to be mentioned in the KYC form attached for all future communication in electronic mode (Go Green Initiative).

E. For registering Mobile No.of registered shareholder: Mobile no. of registered shareholder for future direct communication.

F. For registering Nominee by the registered shareholder (if any): Nomination (Form SH-13) available on our website at www.linkintime.co.in under Resources-Downloads-General- Nomination.

We request you to kindly forward KYC form duly filled in, along with copies of supporting documents for all the "Required" remarks within 21 days from the date of this letter.

As per SEBI directive, enhanced due diligence procedure will be applic able if KYC requirements mentioned above are not ful filled.

(ii) **Please also refer to SEBI notification SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018 & BSE circular no. LIST/COMP/15/2018-19 dated 05th July, 2018 wherein it has been stated that requests for effecting transfer of securities (except in case of transmission or transposition of securities) shall not be processed after 5th December 2018, unless the securities are held in the dematerialized form with the depositories. Hence you are requested to dematerialize your physical securities. (The above mentioned circulars are available on our website)**

Inclined to serve you with the best of our services!!

Yours faithfully,

For Link Intime India Pvt Ltd

Sd/-
Authorised Signatory

This is a computer generated letter and hence no signature required.

To

Linkintime India Private Limited

C 101, 247 Park, L.B.S.Marg,

Vikhroli (West), Mumbai - 400083.

Unit ANSAL HOUSING & CONSTRUCTION LIMITED

Date: 26/09/2018

Folio No:

No of Share(s):

Dear Sir Madam,

We refer to the current KYC status as provided by you in the below table:

Name of the shareholder(s)	PAN (A)	Bank details (B)	Specimen Signature (C)	Email ID (D)	Mobile No. (E)	Nominee Details (F)
		Not Applicable		Not Applicable	Not Applicable	Not Applicable
		Not Applicable		Not Applicable	Not Applicable	Not Applicable

Based on the above data, we are forwarding herewith the required supportingdocuments by ticking in the appropriate check box below for all the fields where the status is shown as 'Required' in the above table.

A For registering PAN of the registered and/or joint shareholders (as applicable)

☐ Registered shareholder ☐ Joint holder 1 ☐ Joint holder 2 ☐ Joint holder 3

(self-attested copy for all Shareholders attached)

B For registering Bank details of the registered shareholder

☐ Aadhar/Passport/utility bill ☐ Original cancelled cheque leaf ☐ Bank Passbook/Bank Statement

C For registering the Specimen Signature of registered and/or joint shareholders (as applicable)

☐ Affidavit Banker verification ☐ Original cancelled cheque leaf ☐ Bank Passbook/Bank Statement

(for all Shareholders attached)

D For Updating the emailid : _____

E Mobile No ☐☐☐☐☐☐☐☐☐☐

F For registering the nominee details by the registered shareholder

☐ Form SH-13 (Nomination registration form attached)

Note:- For residents of Sikkim instead of PAN provide Aadhar Card/Voter ID /Driving License/Passport or any other identity proof issued by Govt.

I/ We hereby state that the above mentioned details are true and correct and we consent towards updating the particulars based on the self-attested copies of the documents enclosed with this letter by affixing my/our signature(s) to it

Sign: _____ Registered holder

Sign: _____ Joint holder 1

Sign: _____ Joint holder 2

Sign: _____ Joint holder 3

Unit :

Serial No :

Folio:

Date:

Mr/Ms/Mrs