

30.10.2024

To,  
The Manager - Listing  
National Stock Exchange of India Ltd.  
Exchange Plaza, Bandra Kurla Complex  
Bandra (East)  
Mumbai - 400 051  
Tel No. 022-2659 8237 /38  
Symbol: DHAMPURSUG

The General Manager – DSC  
BSE Limited  
Phiroze Jeejeebhoy Towers,  
Dalal Street, Fort,  
Mumbai - 400001  
Tel No.022-22722039/37/3121  
Security Code: 500119

Dear Sir,

**Ref: SEBI Master Circular dated May 07, 2024, 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 (herein referred to as “Circulars”).**

**Sub: Intimation to the Shareholders holding shares in Physical Mode**

This is to inform you that in terms of the above-mentioned SEBI Circulars the Company has sent intimation to the shareholders holding shares in physical mode, requesting them to update/ submit their PAN, KYC details Bank account details, nomination and signatures with the Registrar and Share Transfer Agent of the Company.

A copy of the said intimation is enclosed herewith.

You are requested to take the information on record.

Thanking you,

**For Dhampur Sugar Mills Limited**

**Aparna Goel**  
**Company Secretary**  
**M. No. 22787**



## DHAMPUR SUGAR MILLS LIMITED

**Regd. Office :** Dhampur, District Bijnor (U.P.) 246761  
**Corp. Office :** 6th Floor, Max House, Okhla Industrial Estate, Phase-III, New Delhi – 110020,  
**Tel:** 011- 41259400, Email: [investordesk@dhampursugar.com](mailto:investordesk@dhampursugar.com)  
**Website:** [www.dhampursugar.com](http://www.dhampursugar.com), **CIN :** L15249UP1933PLC000511

To,

Name of Shareholder-

Address-

**Sub.: Reminder to update KYC details i.e. PAN, KYC details, Bank account details, Nomination and signatures against your physical shares holding.**

Ref: SEBI Master Circular dated May 07, 2024, 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 (herein referred to as "Circulars").

Dear Shareholder,

This is in reference to the above mentioned circulars regarding updation of PAN, KYC details, Bank account details, nomination and signatures by the shareholders holding shares in physical form.

You are an equity shareholder of the Company holding shares in physical mode and your KYC is not updated in the records of the Company. The Company has issued communication earlier also in this regard, now again it is reminded to update your PAN, KYC details, Bank account details, nomination and signatures with the Company.

Salient Features of the Circulars are:

- Registrar and Share Transfer agent (RTA)/Company shall process any service requests or complaints received from the shareholder / claimant(s), only upon prescribed documents/details as under are received/updated in the records.
- In case of non-updation of PAN or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon receipt by the Company of all details in entirety.

In view of the above we request you to furnish below documents/details in prescribed forms as under:

Form	Purpose
ISR-1	Request for registering PAN, KYC details or changes / updation thereof ( <b>alongwith self attested supporting documents</b> )
ISR-2	Confirmation of signature of securities holder by the banker( <b>alongwith original cancelled cheque with your name(s) printed on it or self attested copy of bank passbook/statement</b> )
ISR-3	Declaration form for Opting-out of Nomination
ISR-13	Nomination
ISR-14	Change of Nomination

The above mentioned forms/documents are available on the website of the Company at below link:

[www.dhampursugar.com](http://www.dhampursugar.com) > Investors > Investor Communication > Investor Referencer .

For the purpose of updation of KYC details against your folio, you are requested to furnish the documents/details to the RTA immediately on receipt of this letter along with the related proofs (self-attested and dated) as mentioned in the respective forms either through hard copies or through e-mail followed by sending the same in original to the RTA at following address:

**Alankit Assignments Limited**

**Unit: Dhampur Sugar Mills Limited**

Alankit House , RTA Division, 4E/2, Jhandewalan Extension

New Delhi- 110055

Email: [rta@alankit.com](mailto:rta@alankit.com)

We would request you to comply with the above requirements at the earliest which would enable us to credit of dividend amounts to your bank account on time. If you have already updated the above-sated information with Company/RTA, kindly ignore this letter.

Thanking You,  
Yours Faithfully

For Dhampur Sugar Mills Limited

Sd/-

Aparna Goel  
Company Secretary