GTN
TEXTILES

Ref. GTNC/18

November 13,2018

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
MUMBAI – 400 001

The Manager,
Listing Department,
The National Stock Exchange of India Ltd.
Exchange Plaza, 5th Floor, Plot No.C/1, G-Block, Bandra-Kurla Cmplx, Bandra (E),
MUMBAI – 400 051

Dear Sirs,

Sub: Communication to Physical Shareholders for mandating updation of PAN, Bank details and transfer of securities in dematerialized form.
Ref: Our letter Ref. No.GTNC/18 dated 30.08.2018

Further to our communication dated 30th August, 2018, please find enclosed herewith 2nd Reminder sent to the Physical Shareholders for mandating updation of PAN, Bank details as well as transfer of securities in dematerialized form. This is as per SEBI Circular dated 20th April, 2018 and 5th July, 2018 respectively.

Kindly acknowledge receipt of the same.

Thanking you,

Yours faithfully,
For GTN TEXTILES LIMITED

E K Balakrishnan
Vice President (Corporate Affairs)
& Company Secretary

Encl:a|a

GTN TEXTILES LIMITED
CIN: L18101KL2005PLC018062
MARKETING / HEAD OFFICE :
3rd Floor, Palal Towers, M.G. Road, Ravipuram, Kochi-682 016, India
Phone : 91-484-2661900, Fax: 91-484-2370812/2661980
E-mail: cs@gtntextiles.com
REGISTERED OFFICE :
Door No. VIII/911, Erumathala P.O., Aluva - 683 112, India
Phone: 91-484-2661000, Fax: 91-484-2838585
E-mail: alw@gtntextiles.com
CORPORATE OFFICE :
43, Mittal Chambers, 4th Floor, 228, Nariman Point, Mumbai-400 021 India.
Phones: 91-22-2202 1013 / 22028246, Fax: 91-22-2287 4144
E-mail: mumbai@gtntextiles.com
www.gtntextiles.com
ISO 9001 : 2015 / 14001 : 2015 Certified

INLAND LETTER CARD

अन्तर्देशीय पत्र कार्ड

TO OPEN CUT HERE

TO OPEN CUT HERE

SECOND FOLD HERE

(Sender's Name and Address)

Registrar and Transfer Agent

Integrated

Corporate Solutions Simplified

INTEGRATED REGISTRY MANAGEMENT SERVICES PRIVATE LIMITED

(Unit : GTN Textiles Limited)

2nd Floor, Kences Towers,
No.1, Ramakrishna Street,
Off: North Usman Road,
T.Nagar, Chennai - 600 017
Email : csdstd@integratedindia.in

FIRST FOLD HERE

GTN TEXTILES LIMITED

L18101KL2005PLC018062
Registered Office: VIII/911, Erumathala Post, Aluva, Ernakulam – 683112
Website : www.gtntextiles.com

Date: 30.10.2018

Dear Shareholder(s),

Sub: Updation of PAN, Bank account details, Email address and Dematerialisation of Shares

We request you to refer our earlier letter dated 23.08.2018 on the above subject and would like to bring to notice again that Securities and Exchange Board of India (SEBI) vide circular No: SEBI/HO/MIRSD/ DOP1/CIR/P/2018/73 dated April 20, 2018 has mandated all listed Companies to update the Permanent Account Number (PAN) and Bank account details of all shareholders who are holding shares in physical form. As per our record, PAN and Bank details have not been updated for the your folio. Hence, we request you to send these details as per format given below and signed by all shareholders (including joint holders, if any) along with the following documents to our Registrar and Share Transfer Agent within 21 days from the date of this letter.

(1) Self attested copy of PAN card of all shareholders including joint holders. In case of residence of Sikkim, the requirement of PAN Card be substituted with a valid Identity proof issued by Government.
(2) Original Cancelled Cheque Leaf bearing the name of Sole / first named shareholder (or) attested copy of Bank passbook
(3) If any change in your address, please send Photocopy of Aadhaar, Election ID, Passport, Ration card, Driving License of the 1st Shareholder self attested, in current address and any document proof having old address for recording the change of address

Please note that in terms of Sections 101, 136 and other applicable provisions of the Companies Act, 2013 and Rules made thereunder, provides for sending all documents, notices convening general meetings, audited financial statements, directors' report, auditors' report and every other documents required by law to be annexed or attached thereto etc., in electronic form to the registered e-mail address of the Shareholders. In terms of Regulation 36 (1) (a) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the listed entity shall send soft copies of full annual report to all those shareholder(s) who have registered their e-mail address(es) for the purpose. In order to receive all the correspondence from us by e-mail, you may kindly mention your e-mail id, which will be registered with us as your registered e-mail id for sending all correspondence by e-mail to you.

Also, on 8th June 2018, SEBI vide its notification No. SEBI/LAD-NRO/GN/2018/24 had amended the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), which states that, **"except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository."**

As such, SEBI had mandated transfer of shares in dematerialised form alone. This comes into effect from 5th December 2018 and hence you are requested to take note of it and take necessary steps to dematerialise your shares that are held in physical form for speedy and safe transfer.

For any information or query related opening of Demat account & obtaining PAN, share holders are requested to contact the Registrar and Transfer Agent at below mentioned address.

Integrated Registry Management Services Private Limited
Unit : GTN Textiles Limited
2nd Floor, Kences Towers, No. 1 Ramakrishna Street, North Usman Road, T Nagar, Chennai – 600 017.
Phone : 044-28140801-3 / Fax : 044-28142479 / Email : csdstd@integratedindia.in

In case you have already sent the details you need not send again.

We seek your co-operation in this regard.

For **GTN Textiles Limited**
E.K Balakrishnan
Company Secretary

PERMANENT ACCOUNT NUMBER(PAN) AND BANK ACCOUNT UPDATION FORM

Folio No:

SHAREHOLDER (S) NAME	*PAN*
1	
2	
3	

PARTICULARS OF BANK ACCOUNT OF FIRST / SOLE SHAREHOLDER	
Name of the Bank	
****Account Number of First / Sole Shareholder (Enclose cancelled cheque leaf)**	
Account Type	**Savings / Current**
Branch full address with pincode	
MICR Code (9-Digit Code Number of the Bank and Branch appearing on the MICR cheque issued by the Bank)	
IFSC of Bank Branch	
Mobile/Phone No. of First / Soleholder	
Address of First / Soleholder	
Email ID of First / Soleholder	

I / we, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I / we, would not hold the user institution responsible.

Place : Date :

Signature of Shareholder (First / Sole)	Signature of Joint Holder 1 (if any)	Signature of Joint Holder 2 (if any)

** Note : Kindly get attested by your Banker, if Cancelled cheque not provided