

July 01, 2025

Asst. Vice President, Listing Deptt.,
National Stock Exchange of India Ltd.
Exchange Plaza, Plot C-1, Block G,
Bandra Kurla Complex,
Bandra (E),
Mumbai - 400 051
Scrip Code: HEROMOTOCO

The Secretary,
BSE Limited
25th Floor,
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400 001
Scrip Code: 500182

Sub: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015

Dear Sir(s),

With reference to the SEBI Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7, 2024 and SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024, attached is the specimen of the letter sent to those security holders holding securities in physical form, who are yet to furnish their Permanent Account Number, Know Your Client details and Choice of Nomination.

This is for your information and further dissemination.

Thanking you,

For Hero MotoCorp Limited

Dhiraj Kapoor
Company Secretary & Compliance Officer

Encl.: As above



Hero MotoCorp Ltd.

Registered Office: The Grand Plaza, Plot No.2,
Nelson Mandela Road, Vasant Kunj - Phase -II, New Delhi – 110070, India
CIN: L35911DL1984PLC017354 Phone: +91-11-46044220 Fax: +91-11-46044399
Email: secretarialho@heromotocorp.com, Website: www.heromotocorp.com

Reference No:

Specimen

Date: July 1, 2025

Name of the shareholder:
Address of the shareholder:

Folio Number:

Dear Member,

Sub.: Furnishing of Permanent Account Number (“PAN”) and Know Your Client (“KYC”) details and Nomination by holders of securities in physical form

Ref.: SEBI Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7, 2024 and SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024

As you are aware that in supersession of its earlier circulars dated November 3, 2021, December 14, 2021, March 16, 2023 & May 17, 2023, the Securities and Exchange Board of India (“SEBI”) has, through the captioned circular dated May 7, 2024 mandated all holders of securities in physical form in listed companies to furnish their PAN, Choice of Nomination, Contact details (Postal Address with PIN Code and Mobile Number), Bank Account Details and Specimen Signature for their corresponding folio numbers. It also provided that the security holder(s) whose folio(s) do not have PAN, Choice of Nomination, Contact Details, Bank Account Details and Specimen Signature updated, shall be eligible:

- to lodge grievance or avail any service request from the Registrar & Share Transfer Agent (“RTA”) only after furnishing PAN, KYC details and Nomination.
- for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode effective April 1, 2024.

However, SEBI through the captioned circular dated June 10, 2024, notified that holders of securities in physical form can now receive payments as well as lodge grievance or avail any service request from the RTA, even if their 'choice of nomination' is not submitted.

The Company vide its letters dated January 11, 2022, March 6, 2023, April 19, 2023 and July 9, 2024, informed the members of the above requirement and requested them to submit the required details/documents for KYC updation

We observe from our records that you are yet to furnish the documents / details as required. Hence, we request you to furnish the documents / details, as per the table below, to our RTA i.e. KFin Technologies Limited immediately on receipt of this letter.

Sr. No.	Particulars	Please furnish details in
1	PAN	Form No. ISR-1
2	Address (with PIN Code)	
3	Email address	
4	Mobile Number	
5	Demat account details	
6	Bank account details	
7	Signature specimen	Form No. ISR-2
8	Nomination details (optional)	Form No. SH-13
9	Declaration to opt out nomination*	Form No. ISR-3

**In case you are opting out of the nomination, then only Form No. ISR-3 is to be submitted.*

The aforesaid forms can be downloaded from the website of the RTA <https://ris.kfintech.com/clientservices/isc/isrforms.aspx>, alternatively these forms can also be downloaded from the website of the Company <https://www.heromotocorp.com/en-in/company/investors/shareholder-resources.html?key1=downloads>

You are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

**KFin Technologies Limited,
Unit: Hero MotoCorp Limited**
Selenium Tower B, Plot 31-32, Gachibowli,
Financial District, Nanakramguda,
Hyderabad – 500 032, Telangana
Toll Free Number:1800 3094 001
E-mail: einward.ris@kfintech.com

The scan copies of the documents can also be mailed through your registered E-mail to the RTA at their E-mail: einward.ris@kfintech.com after applying e-sign# on the forms and proofs.

#Note: E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-Sign user. The holder/claimant may approach any of the empaneled e-Sign Service provider, details of which are available on the website of Controller of Certifying Authorities (CCA), Ministry of Communications and Information Technology (<https://cca.gov.in/>) for the purpose of obtaining an e-sign.

Dematerialization of shares held in physical form

Given that you are holding shares in physical form, hence, in your interest, we earnestly request you to take the necessary steps to dematerialize your shares through your Depository Participant and hold them in Electronic Form. A brief process and key benefits of dematerialization and disadvantages of physical holding are provided overleaf for your information.

We look forward to receiving a positive response from you.

Thanking you,

Yours faithfully,
For **Hero MotoCorp Ltd**

Dhiraj Kapoor
Company Secretary & Compliance Officer

This communication is computer generated and hence does not require signature.
Disclaimer: In case if you have already submitted your KYC documents, please ignore this letter.

Brief process of Dematerialization

- Open a Demat Account, if not have any.
- Surrender share certificates for dematerialization to your Depository Participant ("DP")/ Broker along with Dematerialization Request Form ("DRF") and KYC documents. At the time of submission to DP, deface the certificate with the marking "SURRENDERED FOR DEMATERIALIZATION".
- Obtain the properly filled receipt from the DP.
- DP intimates to the Depository regarding the request through the system.
- DP submits the certificates to the RTA of the Issuer Company.
- RTA confirms the dematerialization request from depository.
- After dematerializing the certificates, RTA update the records and informs depository regarding completion of dematerialization.
- Depository updates its accounts and informs the DP.
- DP updates the demat account of the investor.

Key benefits of holding shares in demat form

- Immediate and fast transfer of securities.
- Elimination of risk by loss, theft, mutilation, etc.
- Faster settlement and disbursement of corporate benefits like Bonus, Rights, Dividends, etc.
- Elimination of mismatch in bank accounts and address.
- Convenient nomination facilities.
- Convenient transmission formalities in case of death of a holder.
- Better liquidity.

Disadvantages of holding shares in physical form

- Shares held in physical form cannot be transferred.
- Risk of loss or theft of share certificates.
- Delay in disbursement of corporate benefits.
- Long process of transmission of shares.
- Time consuming process for issue of duplicate share certificate.
- Poor liquidity – Physical shares cannot be sold immediately.