



Ind-Swift LABORATORIES LIMITED

Regd. Office : S.C.O. 850, Shivalik Enclave, NAC, Manimajra, Chandigarh - 160 101
Phones : ++ 91 - 172-2730503, 2730920, 5061850, 5061853
E-mail : info@indswiftlabs.com Website : www.indswiftlabs.com
CIN No. L24232CH1995PLC015553



Ref: ISLL:CH:2025

**The General Manager,
Department of Corporate Services,
BSE Limited
Phiroze Jeejeebhoy Towers,
25th Floor, Dalal Street,
Mumbai 400 001**

Date: 21st June, 2025

**The General Manager,
Department of Corporate Services,
National Stock Exchange of India Limited,
Exchange Plaza, 5th Floor
Plot No. C/2, G-Block,
Bandra Kurla Complex, Bandra (E),
Mumbai 400 051**

ISIN: INE915B01019

BSE Scrip Code: 532305

NSE Symbol: INDSWFTLAB

Sub: Intimation to the shareholders of physical securities pursuant to SEBI Master Circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024

Dear Sir/ Madam,

In terms of Regulation 30 of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015 and pursuant to the SEBI Master Circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 please find enclosed herewith copy of intimation letter sent to the identified shareholders of the Company on 21st June 2025 for furnishing PAN, KYC details and Nomination details.

Specimen copy of letter sent to shareholders is attached for reference

We request you to kindly take the same on records.

Thanking you,

For **IND-SWIFT LABORATORIES LTD.**



**PARDEEP VERMA
VP-CORPORATE AFFAIRS &
COMPANY SECRETARY**

Encl: a/a



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Date: 21st June, 2025

Dear Shareholder,

Subject: Mandatory furnishing of PAN, KYC details and Nomination by holders of Physical Securities.

This is to bring to your notice that Securities & Exchange Board of India (SEBI) vide its Master Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 read with Circular No.: SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024 has made it mandatory for the Security Holders (holding shares in physical form) to furnish/update PAN, Email address, Mobile number, Signature, Bank account details and Nomination details with the Company's RTA/Company.

In this connection, please note that the Physical Security Holders who have **not** updated their PAN, Email address, Mobile number, Signature, Bank account details and Nomination details shall not be eligible to lodge grievance or avail any service request from the Company's RTA. Further, with effect from April 1, 2024, securityholder shall be eligible for any payment including dividend, interest or redemption (if any) in respect of such folios, **only through electronic mode upon furnishing all the aforesaid details in entirety.**

Accordingly, you are requested to furnish valid PAN, KYC and nomination details to RTA of the Company in the following forms as notified by SEBI:

Forms Descriptions:

- a) **Form ISR-1** Request for registering PAN, KYC details or changes / up-dation thereof (Along with self-attested supporting documents)
- b) **Form ISR- 2** Confirmation of Signature of securities holder by the Banker (Along with Original cancelled Cheque with your name(s) printed thereon or self-attested copy of bank passbook/statement)
- c) **Form- SH-13** Nomination form (optional)
- d) **Form ISR-3** Declaration for Nomination opt-out
- e) **Form SH- 14** Change in Nomination

The forms are available on the website of the company by following route:

www.indswiflabs.com → Investors → Shareholders services.

The securityholders are requested to forward the duly filled-in documents along with the related proofs as mentioned in the respective forms to the following address of our RTA at the earliest:

Alankit House, 4E/2 Jhandewalan Extension New Delhi -110 055
Email: rta@alankit.com, Phone: 011-42541234
Website: <https://www.alankit.com/>

You may use any ONE of the following modes for submission:

- 1. In Person Verification (IPV):** by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s). Please note the registered shareholder(s) has to visit the office of the RTA for IPV and not his / her representative.
- 2. In hard copy:** by furnishing self-attested photocopy(ies) of the relevant document, with date.
- 3. With e-sign:** The scanned copies of the documents may also be e-mailed through your registered email id with Alankit Limited at the Email address of rta@alankit.com duly e-Signed# on the forms and all proofs.





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#E-Sign is an integrated service, which facilitates issuing a Digital Signature Certificate and performing the signing of requested data by e-sign user. You may approach any of the empanelled e-sign service providers available on <https://cca.gov.in/> for the purpose of obtaining an e-sign.

We request you to furnish the documents/details pursuant to the above circular, to the Registrars & Transfer Agents M/s. Alankit Limited, on receipt of this letter on an urgent basis.

You are requested to take note of the above and furnish the aforesaid documents at the earliest.

Thanking you,
For & on behalf of

Ind-Swift Laboratories Limited


Pardeep Verma
VP-Corporate Affairs &
Company Secretary

