



Ref: Syn/CS/SE/Reg 30/2026-27/May/07

**Syngene International Limited**  
Biocon SEZ, Biocon Park, Plot No. 2 &  
3, Bommasandra Industrial Area, IV  
Phase, Jigani Link Road, Bengaluru  
560 099, Karnataka, India  
T +91 80 6891 9191  
CIN: L85110KA1993PLC014937  
[www.syngeneintl.com](http://www.syngeneintl.com)

May 21, 2026

To, The Manager, BSE Limited Corporate Relationship Department Dalal Street, Mumbai – 400 001	To, The Manager, National Stock Exchange of India Limited Corporate Communication Department Bandra (EAST), Mumbai – 400 051
<b>Scrip Code: 539268</b>	<b>Scrip Symbol: SYNGENE</b>

Dear Sir/Madam,

**Subject: Reminder Letter to shareholders for claiming unclaimed dividends and updation of KYC information**

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the reminder letter(s) sent by the Company to the eligible shareholders on May 21, 2026, requesting them to claim their unclaimed dividend(s) for the FY 2018-19 and onwards and update their KYC information.

A specimen copy of the reminder letter sent to shareholders is enclosed herewith.

The above information will also be available on the website of the Company at [www.syngeneintl.com](http://www.syngeneintl.com).

Request you to kindly take same on record and acknowledge.

Thanking You,

Yours faithfully,

For **SYNGENE INTERNATIONAL LIMITED**

\_\_\_\_\_  
**Chethan Yogesh**  
**Company Secretary & Compliance Officer**

**Enclosed:** as above



## Syngene International Limited

Registered Office: Biocon Park, Biocon SEZ, Plot No. 2 & 3,  
Bommasandra Industrial Area, IV Phase, Jigani Link Road, Bengaluru - 560 099  
Tel: +91 80 6891 9191, CIN: L85110KA1993PLC014937  
Website: [www.syngeneintl.com](http://www.syngeneintl.com); E-mail: [Investor@syngeneintl.com](mailto:Investor@syngeneintl.com)

Date: May 21st, 2026

Ref Number.: 1

Name of the Shareholder:  
Address:

Folio/DPID/CLID No.: XXXXXXXXXXXXXXXXXXXX

Dear Shareholder(s),

**Subject: Request and reminder to claim unclaimed dividend(s) to avoid transfer of equity shares of the Company to the Investor Education and Protection Fund and Update of KYC Information.**

As per section 124(5) of the Companies Act, 2013 (“the Act”) read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (“the IEPF Rules”) and subsequent amendment thereto, any money transferred to the Unpaid Dividend Account of the Company, which remains unpaid or unclaimed for a period of seven years from the date of such transfer shall be transferred to the Investor Education and Protection Fund (“IEPF”) established by Central Government. Details of such unclaimed dividends are regularly updated on the website of the Company and reminder letters/communications have also been sent from time to time to the shareholders to claim their unclaimed dividends. Further, pursuant to section 124(6) of the Act read with the IEPF Rules, all the shares in respect of which dividend has remained unclaimed for seven consecutive years or more shall also be transferred to the IEPF Authority.

Accordingly, equity shares against which dividend has not been claimed during previous seven consecutive years are due to be transferred to IEPF Authority. We therefore request you to claim the unpaid/unclaimed Dividend for the FY 2018-19 and onwards **on or before August 21, 2026**, failing which the Company in order to comply with the IEPF Rules, shall transfer the said unclaimed dividend and corresponding equity shares to the IEPF as per the provisions of the IEPF Rules.

Please note that no claim shall lie against the Company in respect of unclaimed dividend(s) and share(s) transferred to IEPF. Members are eligible to claim the unclaimed dividend amount and share(s) transferred to the IEPF, from the IEPF Authority by following the necessary procedure and submitting necessary documents as prescribed by the IEPF Authority.

Kindly note that all subsequent corporate benefits accruing on such shareholding shall also be credited in favour of the IEPF Authority.

As per our records, the following dividends, which were remitted to you during the last seven consecutive years are still unpaid or unclaimed:

Financial Year ended*	Interim / Final Dividend	Date of declaration (dd/mm/yyyy)	No. of Equity Shares	Dividend Amount (Rs.)	Warrant/DD Number
2018-2019	Final	24/07/2019	xxx	xxx	xxxxxx
2021-2022	Final including Special	20/07/2022	xxx	xxx	xxxxxx
2022-2023	Final including Special	26/07/2023	xxx	xxx	xxxxxx
2023-2024	Final	24/07/2024	xxx	xxx	xxxxxx
2024-2025	Final	23/07/2025	xxx	xxx	xxxxxx

**\*No dividend was declared by the Company for financial years 2019-20 and 2020-21.**

**Number of Equity Shares liable for transfer to IEPF Account: XXX**

You are requested to immediately claim your unclaimed dividend amount and avoid the transfer of dividend(s) and share(s) to IEPF by sending the relevant documents as stated below to us or to KFin Technologies Limited, Registrar and Share Transfer Agent ("RTA") of the Company:

- a. In case you are holding the original dividend warrant(s)/demand draft(s), please send the following documents:
  - Self-attested copy of PAN card and address proof (viz. Aadhar card, electricity bill, etc.)
  - Client master list duly updated with the valid bank account details for crediting the amount in electronic mode.
- b. In case the dividend warrant(s)/ demand draft(s) is not traceable/lost or the shares are held in physical mode, please return the enclosed Application-cum -Undertaking (attached as "**Annexure I**") along with the documents as mentioned in (a) above, as applicable.

**In case complete application is not received with requisite documents on or before August 21, 2026 and the dividends remain unclaimed/unpaid as on August 26, 2026, we shall, in accordance with the requirements of the IEPF Rules, transfer the shares to IEPF Authority by the due date as per the procedure stipulated in the IEPF Rules, without any further notice.**

Concerned Members holding shares in physical form whose shares are liable to be transferred to IEPF, may note that the Company would be issuing duplicate share certificate(s) in lieu of the original share certificates for the purpose of transfer of shares to the IEPF and upon issue of such duplicate share certificate(s), the original share certificate(s) which are presently registered in your name will stand automatically cancelled and deemed non-negotiable. In case the shares are held in demat form, the Company shall transfer the shares by way of corporate action through the depositories to the demat account of IEPF Authority.

You are requested to mandatorily update your bank details (NECS details) with the Depository Participants/Company's RTA for online and timely remittance of dividend; and also register your email id for prompt communication from the Company in future. Members holding shares in physical form are requested to complete the mandatory KYC.

The Securities and Exchange Board of India (SEBI) vide its Master Circular dated February 06, 2026 (as amended from time to time), has mandated furnishing of PAN, Nomination details and KYC details (i.e., Contact details, bank account details, Specimen signature, postal address with Pin Code etc.) by holders of physical securities in prescribed forms.

In case of any further clarifications or assistance, please contact at the below address:

<p><b>Chethan Yogesh</b> <b>Company Secretary and Nodal Officer</b> <b>Syngene International Limited</b> Biocon Park SEZ, Bommasandra Industrial Area, Phase IV, Jigani Link Road, Bangalore - 560 099 Email: <a href="mailto:investor@syngeneintl.com">investor@syngeneintl.com</a> Website: <a href="http://www.syngeneintl.com">www.syngeneintl.com</a></p>	<p><b>D Suresh Babu</b> <b>Senior Manager</b> <b>KFin Technologies Limited</b> <b>Unit: Syngene International Limited</b> Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500 032 Tel.: + 91-40-6716 1518; Fax No.: + 91-40-2300 1153 Email: <a href="mailto:einward.ris@kfintech.com">einward.ris@kfintech.com</a>; Website: <a href="http://www.kfintech.com">www.kfintech.com</a></p>
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Thanking you,

Yours faithfully,

For **SYNGENE INTERNATIONAL LIMITED**

Sd/-

**Chethan Yogesh**

Company Secretary and Compliance Officer  
ICSI Membership No. FCS: 9445

**APPLICATION-CUM-UNDERTAKING  
FOR CLAIMING OF UNPAID/UNCLAIMED DIVIDEND**

(To be executed on Rs.20/- Non-Judicial Stamp paper if the amount is exceeding Rs.1000/-)

To  
KFin Technologies Limited  
**(Unit: Syngene International Limited)**  
Selenium Tower B, Plot 31-32,  
Financial District, Nanakramguda,  
Serilingampally Mandal Hyderabad -500032

Reference: Folio No. DPID /CLID: XXXXXXXXXXXXXXXXXXXX

**Sub: Request for claiming unclaimed dividend**

I/We, hereby confirm that I/we have not received/encashed following dividend warrants/demand drafts issued in my/our favour towards dividend paid by the Company from time to time:

Financial Year ended*	Interim / Final Dividend	Date of declaration (dd/mm/yyyy)	No. of Equity Shares	Dividend Amount (Rs.)	Warrant/DD Number
2018-2019	Final	24/07/2019	XXX	XXX	xxxxx
2021-2022	Final including Special	20/07/2022	XXX	XXX	xxxxx
2022-2023	Final including Special	26/07/2023	XXX	XXX	xxxxx
2023-2024	Final	24/07/2024	XXX	XXX	xxxxx
2024-2025	Final	23/07/2025	XXX	XXX	xxxxx

In consideration of your transferring the amount directly in my/our given Bank Account in lieu of Dividend Warrant(s)/Demand Drafts(s) lying unpaid/unclaimed in my/our name(s) and which are irretrievable /lost or misplaced or crediting the amounts directly to my Bank Account, I/We hereby agree and undertake to hold the Company, its Directors and Officers harmless and to keep them protected from /against all losses, costs or damages which you may sustain or incur by reason of the Company issuing Demand Draft(s) or by the original Dividend Warrant(s) being, at any time, found and presented for payment by any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in any way interested therein.

I/We further agree and undertake to return to you the original Dividend Warrants /Demand Draft(s), should it be found by me/us or again come into my/our possession at any time hereafter.

**For Physical Shareholders only:** Please register my/our E-mail/PAN/bank details (bank details of first/sole shareholder).

		Name			Signature				
<b>First Holder:</b>									
<b>Second holder:</b>									
<b>Third holder:</b>									
<b>Address of first holder:</b>									
<b>Bank Account Details :</b>									
<b>Name of the Bank</b>									
<b>Name of the Branch</b>									
<b>Account Number (as appearing in your cheque book)</b>									
<b>Account Type (Saving / Current / Cash Credit)</b>				<b>10 – Saving</b>		<b>11 – Current</b>		<b>13 – Cash Credit</b>	
<b>9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification</b>									
<b>11 Digit IFSC Code</b>									
<b>Witness1:</b>				<b>Witness2:</b>					
<b>Name :</b>				<b>Name :</b>					
<b>Address :</b>				<b>Address :</b>					
<b>Signature :</b>				<b>Signature :</b>					

Further, you are requested to register my/our details basis the following enclosures:

- a) For shares held in Electronic/ Dematerialized Form: Self-Attested copy of the Client Master List (CML) featuring my address and bank details recorded against my/our demat account.
- b) For shareholders holding shares in Physical Form: Duly filled in Investor Service Request Form ISR - 1, Form ISR - 2 and Form No. SH - 13 (for Nomination details) or Form ISR-3 (for opting out of Nomination) [collectively "Investor Request Forms"] duly filled along with supporting documents mentioned therein.

Place:

Date:

Email Id:

Contact No.:

Signature of the Shareholder

Note 1: For the undertaking to be considered complete, please ensure the name, address and bank details of first holder and joint holder(s), as applicable, are filled correctly and it is duly signed by all the holders and two witnesses.

Note 2: Please note that if the total dividend amount is in excess of Rs.1000/- then the Letter of undertaking shall be executed on Rs.20/- Non-Judicial Stamp Paper or franking of Rs.20/- would suffice.