



TCS/SE/99/2025-26

September 6, 2025

**National Stock Exchange of India Limited
Exchange Plaza, C-1, Block G,
Bandra Kurla Complex, Bandra (East)
Mumbai - 400051
Symbol - TCS**

**BSE Limited
P. J. Towers,
Dalal Street,
Mumbai - 400001
Scrip Code No. 532540**

Dear Sirs,

Sub: Intimation under Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

Pursuant to Regulation 30 read with Schedule III Part A Para A of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose the communication sent to the identified shareholders pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023.

This is for your information and records.

The above information is also available on the website of the Company www.tcs.com

Thanking you,

Yours faithfully,
For **Tata Consultancy Services Limited**

**Yashaswin Sheth
Company Secretary
ACS 15388**

Encl: as above

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

9th Floor Nirmal Building Nariman Point Mumbai 400 021
Tel 91 22 6778 9595 Fax 91 22 6630 3672 e-mail corporate.office@tcs.com website www.tcs.com
Registered Office 9th Floor Nirmal Building Nariman Point Mumbai 400 021
Corporate Identity No. (CIN): L22210MH1995PLC084781



MUFG Intime India Private Limited
(Formerly Link Intime India Private Limited)
CIN: U67190MH1999PTC118368
Registered Address:
C-101, Embassy 247, L.B.S. Marg,
Vikhroli (West), Mumbai - 400 083
Tel: (O) 810 811 8484
Email: kyc1@in.mpms.mufg.com
Website: <https://in.mpms.mufg.com>

Dear Shareholder,

Subject: Reminder to update KYC details pursuant to SEBI Master Circular bearing reference no. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated June 23, 2025 and SEBI Circular bearing reference no. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2024/81 dated June 10, 2024

We refer to the above circulars issued by SEBI that mandate all the Listed Companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature of holders of physical securities. Giving your Email ID and choice of Nomination are optional. Security holders are requested to register email id to avail online services and register the Nomination in their own interest. **This is applicable for all security holders holding shares in physical mode.**

The salient features and requirements of the circulars are as follows:

- A) Shareholders are eligible to lodge any grievance or avail of any services from us only after furnishing the required documents as stated below
- B) 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 furnishing all the aforesaid details in entirety.
- C) If a security holder updates the PAN, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends / interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

In view of the above, we request you to submit at the earliest the KYC Form printed overleaf and Form ISR-1 duly signed alongwith the required supporting documents, as applicable.

The formats for registering updation of KYC details viz. Forms ISR-1 & ISR-2 and SEBI circulars are available on our website as mentioned below. Forms ISR-1 & ISR-2 are also attached herewith for your convenience and use.

<https://in.mpms.mufg.com> → Resources → Downloads → KYC → Formats for KYC.

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:**
 - (a) In case your email id is already registered with us, you may upload the scanned copies of your KYC documents with additionally e-sign affixed on the documents at our dedicated email id : kyc1@in.mpms.mufg.com Kindly mention the email subject line as "KYC Updation – (Company Name) Folio No : _____".
 - (b) Investors can also upload KYC documents with additionally e-sign affixed on the documents on our website <https://web.in.mpms.mufg.com/KYC/index.html> using the Serial No. printed on the "KYC FORM" overleaf.

E-Sign is an integrated service, which facilitates issuing a Digital Signature Certificate and performing 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 e-sign.

We would request you to comply with the above requirements at the earliest, which would ensure credit of dividend amount to your bank account in time by the Issuer Company.

Yours faithfully,
For MUFG Intime India Private Limited
Investor Services Section

Encl/-as above

This is a computer generated letter and hence no signature is required. If you have already submitted the documents for updating KYC or have dematerialised your physical securities, please do not submit the documents again.

Form ISR - 1

(SEBI /HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated June 23, 2025)

REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

A. I / We, request you to Register / Change / Update the following (Tick✓ relevant box)

Date : / /

☐ PAN	☐ Signature	☐ Mobile Number
☐ Bank details	☐ Registered Address	☐ E-mail address

B. Security and KYC Details [to be filled in by the First Holder]:

Name of the Issuer Company	Folio No.
Face value of Securities	Number of Securities
Distinctive number of Securities (Optional)	From To
E-mail Address	
Mobile Number	

C. I/We are submitting documents as per Table below (tick✓ as relevant, refer to the instructions):

Name(s) of the Security holder(s) in Capital as per PAN	PAN	PAN Linked to Aadhaar -Y/N
Copies of PAN Cards of all the Holder(s) duly self-attested with date to be enclosed with this Form.		
1.		Tick any one [✓] * Yes / No
2.		Yes / No
3.		Yes / No
4.		Yes / No

Note: * Mandatory linking of PAN with Aadhaar effective July 1, 2023).

Check Status of PAN linked with Aadhaar at <https://www.incometax.gov.in/iec/foportal> For Exemptions/Clarifications on PAN refer Instruction.

Bank Account Details of First Holder

Name of the Bank & Branch	IFSC
Bank A/c No.	Tick any one [✓] Acct type ☐ Savings ☐ Current ☐ NRO ☐ NRE ☐ Any other []

Note: Original cancelled cheque leaf bearing the name of the first holder is mandatory, failing which first security holder shall submit copy of bank passbook / statement attested by the Bank for registering the Bank Account details.

Demat Account Number	16 digit DPid /Client id []
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Also provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.

Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our above Folio No, provided by me/us.

Declaration: All the above facts and documents enclosed are true and correct.

First Named Holder	Joint Holder - 1	Joint Holder - 2	Joint Holder - 3
Signature			
Name			
Address			
PIN			

Note: If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as specified in point (3) overleaf. (Use separate Annexure to Form ISR-1 to update the above PAN and other KYC details as provided in this form with the additional Folio(s) where you are the First Named holder of securities, in such issuer companies.)

Pg: 1/2



MUFG Intime India Private Limited
A part of MUFG Corporate Markets, a division of MUFG Pension & Market Services
(Formerly Link Intime India Private Limited)

I/We are submitting documents as per Table below (tick✓ as relevant, refer to the instructions):

No.	✓	Document/Information /Details	Instruction/Remark
1	☐	PAN of (all) the (joint) holder(s)	PAN Card copies of all the holders duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar effective July 01, 2023. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2	☐	Demat Account Number	Provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.
3	☐	Proof of Address of the first Holder	Provide self attested copy with date stamp of any ONE of the documents, issued by a Govt. Authority, only if there is change in the address; ☐ Client Master List (CML) of the Demat Account of the holder/claimant, duly signed by the Depository Participant with stamp. ☐ Unique Identification Number (UID) (Aadhaar) ☐ Valid Passport/ Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance Bill* ☐ Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill – Not more than 3 months old. ☐ Identity card (with Photo) / document with address, issued by Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions duly attested by the employer with date and organization stamp. ☐ For FII / sub account, Power of Attorney given by FII / sub- account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken. ☐ The proof of address in the name of the spouse* *Kindly provide additional self-attested copy of Identity Proof of the holder/ claimant/ spouse.
4	☐	Bank details	Original cancelled cheque leaf bearing the name of first holder OR latest copy of the bank passbook/statement with details of bank name, branch, account number and IFSC duly attested by the bank. Alternatively, Bank details as per CML enclosed will be updated in the folio.
5	☐	E-mail address (Optional)	As mentioned on Form ISR-1, alternatively the E-mail address available in the CML as enclosed will be updated in the folio.
6	☐	Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio.
7	☐	Specimen Signature	Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder.
8	☐	Nomination	Submit these Form(s) separately for each listed company. (Use any ONE of the following options.) ☐ SH-13 For First Time Nomination ☐ SH-14 For Cancellation or Variation in Nomination ☐ SH-14 and ISR-3 For Cancellation of Nomination and to "Opt-Out" ☐ ISR-3 To "OPT-Out" of Nomination or if No Nomination is required

Note: 1) In case of additional folios for securities held under the same First Named holder for Companies managed by the same RTA, details of such folios to be completed in Annexure to Form ISR1 to along with the required declaration and authorisation.

2) All the above blank forms along with the mode of submission are available on our website

Form ISR - 2

(SEBI /HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated June 23, 2025)

Confirmation of Signature of Securities Holder by the Banker

1. Bank Name and Branch			
2. Bank contact details			
Postal Address			
Mobile/Tel number			
E-mail address			
3. Bank Account number	attach original cancelled cheque leaf		
4. Account opening date			
5. Account holder's PAN	Account Holder's Name		
i)	i)		
ii)	ii)		
iii)	iii)		
iv)	iv)		
6. Latest photograph of the account holder(s)			
i)- Holder Photo	ii)- Holder Photo	iii)- Holder Photo	iv)- Holder Photo
7. Account holder(s) details as per Bank Records			
a) Address			
b) Mobile/Tel number			
c) Email address			
d) Signature(s) of the Holder(s)			
i)			
ii)			
iii)			
iv)			
-- (To be Mandatorily Filled by the Bank Official) --			
Place:	Name of the Bank Manager :		
Date:	Employee Code :		
Mobile / Tel no:	Email id :		



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Form No. SH-13

Nomination Form

Pursuant to section 72 of the Companies Act, 2013 and rule

19(1) of the Companies (Share Capital and Debentures) Rules 2014] Date: / /

To,

Name of the Company : _____

Address of the Company: _____

I/We, the holder(s) of the securities particulars of which are given hereunder, wish to make nomination and do hereby nominate the following persons in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being made) :

Nature of Securities Tick ✓ as relevant	Folio No.	No. of Securities*	Certificate No.	Distinctive No(s) (From – To)
Equity / Debs/ Bonds				

(2) PARTICULARS OF NOMINEE/S — [Use photocopies of this blank nomination form in case of additional Multiple Nominations in the same folio]

Name of Nominee			
Address of Nominee	SPECIMEN	Date of Birth	{ - - }
Father's/Mother's/ Spouse's name		Occupation	
Relationship with the security holder		Nationality	
E-mail_id		Mobile No	

(3) IN CASE NOMINEE IS A MINOR —

Name of Guardian	Date of Birth	{ - - }
Address of Guardian	Date of attaining majority	{ - - }

Signature(s) as per Specimen recorded with the Company.

First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
Signature			
Name			

Witness Details:

Name of Witness		Signature	
Address of Witness			
Pin: _____		Date	

* Nomination will be registered for entire holding in the folio. In case of more than one nominee, the ratio should be furnished & separate form to be filled for each nominee.



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Form ISR - 3

Declaration Form for Opting-out of Nomination by Holders of Physical Securities in Listed Companies

(SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated June 23, 2025)

To,

Date: / /

Name of the Company : -----

Address of the Company : -----

PARTICULARS OF THE SECURITIES (in respect of which nomination is being opted out)

Nature of Securities	Folio No.	No. of Securities *	Certificate No.	Distinctive No(s) (From – To)
Tick✓ as relevant				
Equity / Debentures				

I / We the holder(s) of the securities particulars of which are given hereinabove, **do not wish to nominate** any person(s) in whom shall vest, all the rights in respect of such securities in the event of my /our death.

I/ We understand the issues involved in non-appointment of nominee(s) and further are aware that in case of my / our death, my / our legal heir(s) / representative(s) are required to furnish the requisite documents / details, including, Will or documents issued by the Court like Decree or Succession Certificate or Letter of Administration / Probate of Will or any other document as may be prescribed by the competent authority, for claiming my / our aforesaid securities.

Signature(s) as per Specimen recorded with the Company.

First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
Signature			
Name			

Witness Details:

Name of Witness		Signature	
Address of Witness	_____ _____ _____ Pin: _____	Date	

* Use of ISR-3 (ie to Opt-Out of Nomination OR if “No_Nomination” is required by the investor) will be applied for the entire securities against the said Folio.



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