



DHUNSERI TEA & INDUSTRIES LIMITED

Regd. Office: Dhunseri House, 4A, Woodburn Park, Kolkata-700020
Phone: 2280-1950(5 Lines); Fax: 91-33-2287 8350 / 9274
CIN: L15500WB1997PLC085661; Website: www.dhunseritea.com;
E-mail: mail@dhunseritea.com

Dear Member

Unit:

Sub: Mandatory Furnishing of PAN, KYC details and Nomination by holders of physical securities

Reg: Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination.

In terms of SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023, it is mandatory for each holder of physical securities of the Company to furnish his/her PAN, Address, Email id, Mobile number, Bank account details, Specimen Signature and Nomination details to Company's Registrar and Share Transfer Agent (RTA) i.e., M/s. Maheshwari Datamatics Pvt. Ltd.

The last date for compliance is September 30, 2023 as per SEBI directives.

In the event of non-compliance the Folios shall be frozen and shareholders will not be eligible to lodge any grievance or avail any service request from the RTA. However any dividend due and payable by the Company to such shareholders w.e.f. April 1, 2024 will be effected electronically. No physical warrants will be despatched.

In view of the above, shareholders holding shares in physical form are requested to furnish/update PAN, KYC details and Nomination details immediately to the Company's RTA by completing and forwarding the Forms listed below along with enclosures mentioned therein on or before September 30, 2023.

S. No.	Particulars	Form No.
1.	Request for registering PAN, KYC details or changes / updation thereof	ISR – 1
2.	Confirmation of Signature of securities holder by the Banker	ISR – 2
3.	Registration of Nomination	SH – 13
4.	Variation of Nomination, if any	SH – 14
5.	Declaration Form for Opting-out of Nomination, if any	ISR – 3
6.	Cancellation of Nomination, if any	SH-14 ISR - 3

All the required forms are available on Company's website www.dhunseritea.com/investor/information/investor-service-related-forms/ as well as RTA website www.mdpl.in

Further, shareholders are also requested to ensure that their PAN is linked with their Aadhaar on or before June 30, 2023 to avoid freezing of their folio(s).

For any clarification please feel free to contact:

Mr. Ravi Bahl,
Maheshwari Datamatics Pvt. Ltd.,
Registrar & Share Transfer Agent
23, R.N.Mukherjee Road, 5th Floor, Kolkata – 700001
Phone: 033 2248 2248
Email: mdpldc@yahoo.com

Assuring you of our best services at all times.

For Dhunseri Tea & Industries Limited

R.Mahadevan
Company Secretary