



JAI CORP LIMITED

CIN: L17120MH1985PLC036500

Regd. Office: A-3, M.I.D.C. Indl. Area, Nanded - 431 603, Maharashtra

Tel: 91-22-6115 5300 Fax: 91-22-2287 5197;

E-mail: cs2@jaicorpindia.com website: <http://www.jaicorpindia.com/>

Date : 10th October, 2018

Folio No.:

Dear Shareholder(s),

Reminder-1

- Sub.: A) Mandatory updation of Permanent Account Number (PAN) issued under Income Tax Act and Bank details against your holdings.**
B) Restriction on Transfer of Shares in Physical form with effect from December 5, 2018.

A) Mandatory updation of PAN and Bank details against your holding:

Pursuant to SEBI circular dated April 20, 2018, shareholders whose ledger folios do not have or having incomplete details with regard to PAN and Bank particulars are required to compulsorily furnish the details to the RTA for registration in the folio. **As per the records with RTA, your folio needs to be updated with the PAN / complete Bank details so that the investments held by you will be fully protected with proper KYC compliance.**

You are requested to submit the following to update the records immediately on receipt of the letter:

- Enclosed format duly filled in and signed by all the shareholders
- Self-attested copy of PAN Card of each shareholder (in case of resident of Sikkim, the requirement of PAN Card be substituted with a valid identity proof issued by Government)
- Cancelled Cheque leaf with name of the first holder (if name is not printed, self-attested copy of the pass book first page)
- Address proof of first holder (self-attested Aadhaar-card)

B) Restriction on Transfer of Shares in Physical form with effect from December 5, 2018:

Securities and Exchange Board of India (SEBI) vide Notification dated June 8, 2018 has amended Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements), 2015. As per said Notification, transfer of shares held in physical form is not permitted with effect from December 5, 2018. However, transmission or transposition of shares is permitted even if the shares are held in physical form. Hence, you are requested to take note of the SEBI circular mentioned above and take necessary action.

Procedure for conversion of Physical shares in Demat mode

- 1) Open a Demat Account with a Depository Participant;
- 2) After Demat Account is opened, please submit the Physical Share Certificates along with the Demat Request Form to the Depository Participant;
- 3) Once application is submitted, Depository Participant will generate Demat Request Number (DRN) and send the application along with the Share Certificates to Registrar and Share Transfer Agent for confirmation of request;
- 4) Once Registrar and Share Transfer Agent confirms the request generated by Depository Participant, the shares will get credited to the shareholders Demat Account; and
- 5) Once the shares are credited to Demat Account, the shareholder can deal with the shares i.e., sell or transfer to any party or create pledge, etc.

In case if you have any query or need any assistance in this regard, please contact the Company at the aforesaid address or M/s. Karvy Computershare Pvt. Ltd. (Unit : **JAI CORP LIMITED**), Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 00 032, Telangana State, Toll Free No.: 1800-3454-001 Email : einward.ris@karvy.com

Thanking you,

Yours faithfully,

For **JAI CORP LIMITED**

Sd/-

A Datta
Company Secretary

Kindly ignore this letter if necessary action has been carried out in respect of either or both the issues

To Open Please Tear Here

To Open Please Tear Here

FORMAT FOR FURNISHING THE PAN AND BANK MANDATE DETAILS

Reference No: JCL/PAN/

To
Karvy Computershare Private Limited
Karvy Selenium Tower B, Plot 31-32,
Gachibowli, Financial District,
Nanakramguda, Hyderabad - 500 032

Dear sir,

Unit: JAI CORP LIMITED

I/ We furnish below our folio details along with PAN and Bank mandate details for updation and confirmation of doing the needful. I/we are enclosing the self-attested copies of PAN cards of all the holders, original cancelled cheque leaf, Bank pass book and address proof viz., Aadhaar card as required for updation of the details:

Folio No.	«HOLDER_FOL»
Address of the Ist named shareholder as per the share certificate	
Mobile No	
E-Mail id	

Bank Account Details : (for electronic credit of unpaid dividends and all future dividends)									
Name of the Bank									
Name of the Branch									
Account Number (as appearing in your cheque book)									
Account Type (Saving / Current / Cash Credit)	10 – Saving			11 – Current			13 – Cash Credit		
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification									
11 Digit IFSC Code									

	PAN No	Name	Signature
FirstHolder :			
JointHolder1 :			
JointHolder2 :			

Date:

Place:

NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.