

# FGP LIMITED

Corporate Identification Number: L26100MH1962PLC012406

Registered Office - 9- Wallace Street, Fort, Mumbai - 400 001

Tel Nos.: +91-22-2207 0273/ 2201 5269

Website: [www.fgpltd.in](http://www.fgpltd.in); Email: [investors@fgpltd](mailto:investors@fgpltd)

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September 26, 2024

To,

**BSE Limited**

Phiroze Jeejeebhoy Towers,

Dalal Street, Fort,

Mumbai – 400 001.

**Security Code:** 500142

**Sub: Intimation under Regulation 30 of SEBI (Listing Obligations and Disclosures Requirements) Regulation, 2015**

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Dear Sir,

Pursuant to Regulation 30 read with Part A of Schedule III of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, we wish to inform you that in compliance with the SEBI Master Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, the Company has completed the dispatch of the enclosed intimation letter to the identified shareholders holding shares in physical mode, urging them to furnish their PAN, KYC, and Nomination details to the Registrar & Transfer Agent of the Company viz Bigshare Services Private Limited ("RTA") as per the forms prescribed by SEBI.

The formats for Updation of KYC details and registering Nomination viz. Forms ISR-1, ISR-2, ISR-3/SH-13, and SEBI circulars are available on the RTA's website at:

<https://www.bigshareonline.com/> → For Investors → Investors Resources → Forms & Procedures → Forms

The above information is also available on the website of the Company at [www.fgpltd.in](http://www.fgpltd.in)

Kindly take the same on record and acknowledge the receipt.

Thanking You.

Yours faithfully,  
For FGP Limited

Minal Kothari  
Company Secretary and Compliance Officer  
Encl.: As above



Office No. S6-2, 6th Floor, Pinnacle Business Park, Next to Ahura Centre, Mahakali Caves Road,  
Andheri (East) Mumbai – 400093 Tel.: (022) 6263 8200, Fax: (022) 6263 8299

Folio No. :

Name of the Sole / First Holder :

Address :

Second holder :

Third holder :

Unit :

Equity Share Holding :

**Sub.: REMINDER to update your KYC details pursuant to SEBI Master circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024 by furnishing PAN, Choice of Nomination, Contact Details, Bank Account Details, Specimen Signature etc.**

Dear Shareholder,

Hope this communique finds you in safe and good health. We thank you for your continued patronage as a shareholder of the Company.

SEBI has vide the Master circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, mandated:

- (i) Registering of details like PAN, Nomination details, email address, mobile number, bank account details, Signature by holders of physical securities; and
- (ii) The security holder(s) whose folio(s) do not have PAN, Contact Details, Bank Account Details and Specimen Signature, Nomination etc., updated, shall be eligible:
  - a) to lodge grievance or avail any service request from the RTA only after furnishing PAN, KYC details.
  - b) for any payment including dividend, interest or redemption payment in respect of such folios, only through electronic mode with effect from April 01, 2024.

We have observed from our records that you have not furnished /updated complete details as mentioned above in point (i). Hence we request you to furnish the details/documents as per attached Forms (Form No. ISR-1, ISR-2, ISR-3 & Form No. SH-13 / 14) as applicable to our Registrar and Share Transfer Agent ('RTA') office address mentioned at the end of this letter.

You may get in touch with our RTA for any queries or assistance in this regard:

**M/s Bigshare Services Private Limited**

Investor Service Department

(Unit: **FGP Limited**)

Office No S6-2, 6th floor Pinnacle Business Park,

Next to Ahura Centre, Mahakali Caves Road,

Andheri (East) Mumbai – 400093,

**Tel.:** (022) 6263 8200

(From 10:00 a.m. to 5:00 p.m. on all working days)

**Email at:** [investor@bigshareonline.com](mailto:investor@bigshareonline.com)

**Copy of forms** (ISR-1, ISR-2, ISR-3 & Form No. SH-13) are available on RTA's website at

<https://www.bigshareonline.com/Resources.aspx>

Thanking you,

For **Bigshare Services Pvt. Ltd.**

Sd/-

Authorized Signatory

Encl: as above

This communication is computer generated and hence does not require signature.

# Form ISR – 1

(SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16,2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

## 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 : / /

<input type="checkbox"/> PAN	<input type="checkbox"/> Signature	<input type="checkbox"/> Mobile Number
<input type="checkbox"/> Bank details	<input type="checkbox"/> Registered Address	<input type="checkbox"/> E-mail address

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

Name of the Issuer Company	Tata Consumer Products Limited	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 Copies of PAN Cards of all the Holder(s) duly self-attested with date to be enclosed with this Form.	PAN	PAN Linked to Aadhaar -Y/N Tick any one [✓] *
1.		Yes / No
2.		Yes / No
3.		Yes / No
4.		Yes / No

Note: \* PAN shall be valid only if it is linked to Aadhaar by June 30, 2023, or any other date as may be specified by CBDT.

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 <input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> 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.

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

No.	✓	Document/Information /Details	Instruction/Remark
1	<input type="checkbox"/>	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 by June 30, 2023, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2	<input type="checkbox"/>	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	<p><b>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;</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Client Master List (CML) of the Demat Account of the holder/claimant, duly signed by the Depository Participant with stamp.</li> <li><input type="checkbox"/> Unique Identification Number (UID) (Aadhaar)</li> <li><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance Bill*</li> <li><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill – Not more than 3 months old.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> The proof of address in the name of the spouse*</li> </ul> <p>*Kindly provide additional self-attested copy of Identity Proof of the holder/ claimant/ spouse.</p>
4	<input type="checkbox"/>	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	<input type="checkbox"/>	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	<input type="checkbox"/>	Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio.
7	<input type="checkbox"/>	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	<p><b>Submit these Form(s) separately for each listed company.</b> (Use any ONE of the following options.)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> SH-13 For First Time Nomination</li> <li><input type="checkbox"/> SH-14 For Cancellation or Variation in Nomination</li> <li><input type="checkbox"/> SH-14 and ISR-3 For Cancellation of Nomination and to "Opt-Out"</li> <li><input type="checkbox"/> ISR-3 To "OPT-Out" of Nomination or if No Nomination is required</li> </ul>

Note: All the above blank forms along with the mode of submission are available on our website.

# Form ISR – 2

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

## Confirmation of Signature of securities holder by the Banker

1.	Bank Name and Branch				
2.	Bank contact details Postal Address Phone number E-mail address				
3.	Bank Account number				
4.	Account opening date				
5.	Account holder(s) name(s)	1) 2) 3)			
6.	Latest photograph of the account holder(s)				
	<table border="1"><tr><td style="text-align: center;">1<sup>st</sup> Holder</td><td style="text-align: center;">2<sup>nd</sup> Holder</td><td style="text-align: center;">3<sup>rd</sup> Holder</td></tr></table>	1 <sup>st</sup> Holder	2 <sup>nd</sup> Holder	3 <sup>rd</sup> Holder	
1 <sup>st</sup> Holder	2 <sup>nd</sup> Holder	3 <sup>rd</sup> Holder			
7.	Account holder(s) details as per Bank Records				
	a) Address				
	b) Phone number				
	c) Email address				
	d) Signature(s)				
	1) <table border="1"><tr><td></td></tr></table>		2) <table border="1"><tr><td></td></tr></table>		
		3) <table border="1"><tr><td></td></tr></table>			
		Signature verified as recorded with the Bank			
	Seal of the Bank				
		(Signature)			
		Name of the Bank Manager			
Place:		Employee Code			
Date:		E-mail address			

# Form ISR - 3

## Declaration Form for Opting-out of Nomination by holders of physical securities in Listed Companies

(see SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023  
on Common and Simplified Norms for processing investor's service request by  
RTAs and norms for furnishing PAN, KYC details and Nomination)

[Under Section 72 r/w Section 24 (1) (a) of Companies Act, 2013 r/w Section 11(1) and 11B of SEBI Act, 1992 and Clause C in Schedule VII and Regulation 101 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

Name of the Company : **FGP Limited**  
Registered Address of the Company : 9, Wallace Street, Fort, Mumbai- 400001

I / we ..... the holder(s) of the securities particulars of which are given hereunder, **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.

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.

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.

Name(s) and Address of Security holders(s) Signature(s)

Sole / First Holder Name

Second Holder Name

Third Holder Name

Name and Address of Witness	Signature

## 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]

To

Name of the Company : **FGP Limited**

Address of the Company : 9, Wallace Street, Fort, Mumbai- 400001

I/We \_\_\_\_\_ the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following person(s) 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	Folio No.	No. of securities	Certificate No.	Distinctive No.	
				From	To

#### (2) Particulars of Nominee(s):

a	Name	
b	Date of Birth	
c	Father's/ Mother's/ Spouse's name	
d	Occupation	
e	Nationality	
f	Address	
g	E-mail id	
h	Relationship with the security holder(s)	

#### (3) In case Nominee is a Minor:

a	Date of birth	
b	Date of attaining majority	
c	Name of Guardian	
d	Address of Guardian	

Name and Address of Security Holder	Signature

Name and Address of Witness	Signature