

**Borosil Limited**

CIN : L36100MH2010PLC292722

Registered & Corporate Office :1101, Crescenzo, G-Block, Opp. MCA Club, Bandra Kurla Complex,
Bandra (E), Mumbai - 400 051, India.

T +91 22 6740 6300

F +91 22 6740 6514

E borosil@borosil.com

W www.borosil.com

November 01, 2023

BSE Limited Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai - 400 001 Scrip Code: 543212	National Stock Exchange of India Limited Exchange Plaza, C-1, Block - G, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051 Symbol: BOROLTD
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Dear Sirs,

Sub: Letter to shareholders holding shares in physical mode

Please find attached communication being sent to the shareholders of the Company holding shares in physical mode requesting them to convert their physical shareholding into dematerialised form. The letter/ email is being dispatched today.

Please take the above intimation on record.

Thanking you.

For **Borosil Limited**

Anshu Agarwal
Company Secretary & Compliance Officer
FCS – 9921

Encl: above

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Dear Sir/Madam,

Subject: Dematerialization of Physical Holding

Securities and Exchange Board of India ('SEBI') vide its circular dated September 26, 2023 has extended the timeline for updation of KYC details (i.e. submission of PAN, nomination, contact details, bank account details & specimen signature) for physical folios, upto December 31, 2023. In case these details are not submitted by December 31, 2023, such folios of physical shareholders shall be frozen thereafter. In view of this, the shareholders are encouraged to update these details (in case the same has not been updated) at the earliest.

Further, SEBI through its various circulars has directed all the listed companies to mandatorily record the PAN and bank account details of all the shareholders holding shares in physical mode, effect transfer only in dematerialised form and henceforth issue the securities in dematerialised form only while processing the following service requests:

1. Issue of duplicate securities certificate;
2. Claim from Unclaimed Suspense Account;
3. Renewal/ Exchange of securities certificate;
4. Endorsement;
5. Sub-division/ Splitting of securities certificate;
6. Consolidation of securities certificates/folios;
7. Transmission;
8. Transposition.

In view of the above, it is advisable to convert your physical holdings in demat form for your ease and to avail the following benefits:

Convenience-Demat account provides you the facility to carry out the transactions electronically. There is **no need for you to be physically present** at the broker's place to settle a transaction.

Safety - Demat account is the most secure and safest way to carry out transactions by electronic means. All the **risks like theft, damage, loss of share certificate**, etc. that are associated with holding shares in physical form **are completely eliminated**.

Paperless-The demat account is about holding shares or securities in electronic form, the need for the **paper is almost zero**.

Ease in Receiving Corporate Benefits - Demat account **eases the process of receiving various corporate benefits** like dividends, interest, refunds etc. All the benefit amount gets directly credited into Bank account linked to the demat account.

Monitoring - With the help of a demat account, you can monitor your portfolio from your home, office or anywhere across the globe.

To convert your physical holding into the demat form please follow the simple procedure stated below:

1. You should first have an account with a Depository Participant (DP) of your choice.
2. You may then hand over to your DP, the certificates along with the Dematerialisation Request Form (DRF). Only the securities registered in your name can be submitted for dematerialisation.
3. Your DP will then send the DRF and the certificates to our Registrar and Transfer Agent ('RTA') and an electronic request will also be sent through the NSDL/CDSL network reconfirming the same.
4. The RTA will verify the documents and if found in order, the dematerialization request will be confirmed to NSDL/CDSL who in turn will inform your DP.
5. As per existing regulations, the dematerialisation process usually gets completed within 15 days of receipt of physical certificates by the Company/RTA.

In case of any queries with respect to the dematerialisation of shares, you may contact us or our RTA at:

Borosil Limited	Registrar and Transfer Agents: Universal Capital Securities Private Limited
1101, Crescenzo, G-Block, Opp. MCA Club, Bandra Kurla Complex, Bandra (East), Mumbai – 400051 Tel: (022) 6740 6300 Fax: (022) 6740 6514 Email ID: bl.secretarial@borosil.com	C-101, 247 Park, LBS Marg, Vikhroli (West), Mumbai 400 083 Tel: (022) 4918 6178 / 79 Fax: (022) 4918 6060 Email ID: info@unisec.in

For **Borosil Limited**

Sd/-

Anshu Agarwal

Company Secretary & Compliance Officer

Date: October 27, 2023

Place: Mumbai