



# Seshasayee Paper and Boards Limited

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CIN : L21012TZ1960PLC000364

Ref: SH/ S-6/ 481

2023 05 25

National Stock Exchange of India Limited  
Exchange Plaza, 5<sup>th</sup> Floor  
Plot No C/1, G Block  
Bandra - Kurla Complex, Bandra (E)  
Mumbai 400 051

BSE Limited  
Floor 25  
P J Towers  
Dalal Street  
Mumbai 400 001

Stock Code : SESHAPAPER

Stock Code : 502450

Dear Sir,

**Sub: Common and simplified Norms for Processing Investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination**

- Ref: 1 SEBI Circular No. SEBI/HO/MIRSD/MIRST\_RTAMB/P/CIR/2021/655 dated 03.11.2021
- 2 SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16.03.2023
- 3 Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Pursuant to SEBI Circulars referred above, we wish to inform you that the Letters for Updating KYC Information (including PAN, Nomination, etc.) has been dispatched by the Company through Ordinary Post on 15.05.2023, to all the equity shareholders who are holding the equity shares in physical mode.

We have also uploaded the details of such shareholders (who hold shares in physical mode) and all the required forms in our website. The same is available at <https://www.spbltd.com/investor-info/communication-to-hareholder/index.html>.

The above may kindly be taken on record.

Thanking you,

Yours faithfully

**For Seshasayee Paper and Boards Limited**

**S SRINIVAS**  
Senior Vice President & CFO

