



# HLV LIMITED

23rd December, 2022

**The Department of Corporate  
Services  
BSE Limited**

Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001

**Stock Code: 500193**

**The Listing Department  
National Stock Exchange of India  
Limited**

Exchange-Plaza,  
Bandra Kurla Complex  
Bandra (E), Mumbai – 400 051

**HLVLTD**

Dear Sir,

**Sub: Dispatch of intimation letters to holders of physical shares for updation of KYC & Nomination details as per SEBI Circular dated 03/11/2021 and 14/12/2021**

This is to inform you that the Company has dispatched today Intimation Letters to its shareholders holding shares in physical form for updating their KYC and Nomination details with the Company, as mandated by SEBI vide the aforesaid Circulars.

Specimen copy of the intimation letter dispatched to the shareholders is enclosed herewith for reference.

The requisite forms for updation of details are already available on the Company's website and also on the website of KFin Technologies Limited, Registrar and Share Transfer Agent of the Company.

Please take the above documents and information on record.

Thanking you,

Yours faithfully,  
For **HLV Limited**

**Savitri Yadav  
Company Secretary**

Encl: as above

Regd. Office: The Leela Mumbai, Sahar, Mumbai 400 059 India.

Phone: (91-22) 6691 1234; Fax: (91-22) 6691 1212 Website: [www.hlvlttd.com](http://www.hlvlttd.com); Email: [info@hlvttd.com](mailto:info@hlvttd.com)

Corporate Identity Number (CIN) L55101MH1981PLC024097



**INLAND LETTER CARD**

Sr.No. : «LET\_REF\_NO»

\*«BARCODE\_NO»\*

To

XXXXXXX  
XXXXXXX  
XXXXXXX  
XXXXXXX

To Open Please Tear Here



If undelivered please return to :-

**KFin Technologies Limited**  
**UNIT: HLV LIMITED**  
Selenium Tower B, Plot No. 31 & 32, Gachibowli,  
Financial District, Nanakramguda, Hyderabad : 500 032  
Tell Free No:1800 309 4001  
Email:einward.ris@kfintech.com



To Open Please Tear Here





**HLV LIMITED**

Registered Office: The Leela, Sahar, Mumbai - 400 059  
Tel: 022-6691 1234 - Fax: 022-6691 1458 Email: [investor.service@hlv ltd.com](mailto:investor.service@hlv ltd.com)  
Website: [www.hlv ltd.com](http://www.hlv ltd.com) CIN No.: L55101MH1981PLC024097

**Date:** December 23, 2022

Dear Shareholder,

**Sub. Furnishing of PAN, KYC details and Nomination by the holders of physical securities.**

**Ref. Circ. No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021**

We would like to draw your attention to the above-mentioned SEBI Circular dated 03/11/2021 (the SEBI Circular). As per the SEBI Circular, it is mandatory for all holders of shares in physical mode, to register their details such as permanent account number (PAN), email address, mobile number, bank account details, specimen signature and nomination, with the Company on or before March 31, 2023.

As mandated by the SEBI Circular, from April 1, 2023, Folios in respect of which any one of the above cited documents / details are not available or not registered will be frozen and the holders of such securities will not be eligible to lodge a grievance or avail service requests from the RTA and will not be eligible for receipt of dividend in physical mode till the complete documents / details as aforesaid are furnished by the security holder.

It is observed from records that you have not furnished updated / complete details as mentioned above. Hence, we request you to furnish the details/documents (Form No. ISR-1, ISR-2, 3 & Form No.SH-13 / 14) as applicable, to the address of our RTA as mentioned at the end of this letter.

Further, as required by the Income Tax Authorities, please link your PAN Card Number and Aadhaar card number by the date as specified by the Central Board of Direct Taxes, (CBDT), if not linked earlier, to avoid freezing of your folio. Kindly note that the folios under which PAN is/are not valid as on the notified cut-off date or any other date as may be specified by CBDT shall be frozen by the Company.

Please also note that after December 31, 2025, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.

Soft copy of the requisite forms are available for download on the website of the RTA / Company as per the path given below.

KFin Technologies Limited:

<https://ris.kfintech.com/default.aspx> → click on "Download Forms"

HLV Limited:

<https://www.hlv ltd.com> → click on "Investor Relations" → click on "Information to be provided to RTA by shareholders holding shares in physical form"

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

**Unit: HLV Limited**  
**KFin Technologies Limited,**  
Selenium Tower B, Plot 31-32, Gachibowli,  
Financial District, Nanakramguda,  
Hyderabad – 500 032.  
E-mail- [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com)

Thanking you,

Yours faithfully,  
For **HLV Limited**

**Savitri Yadav**  
**Company Secretary**

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