



# RITESH INTERNATIONAL LIMITED

CIN- L15142PB1981PLC004736

GST No. 03AAACR8498N1ZQ

Dear Shareholders,

Subject- Common and simplified norms for processing investor's service request by RTA and norms for furnishing PAN KYC details and Nomination

Please take note that Securities & Exchange Board of India (SEBI) vide its circular SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16 March, 2023 has notified simplified norms for processing investors service request by RTA and mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities.

SEBI Circular Link

[https://www.sebi.gov.in/legal/circulars/mar-2023/common-and-simplified-norms-for-processing-investor-s-service-requests-by-rtas-and-norms-for-furnishing-pan-kyc-details-and-nomination\\_69105.html](https://www.sebi.gov.in/legal/circulars/mar-2023/common-and-simplified-norms-for-processing-investor-s-service-requests-by-rtas-and-norms-for-furnishing-pan-kyc-details-and-nomination_69105.html)

BSE Circular Link

<https://www.bseindia.com/markets/MarketInfo/DispNewNoticesCirculars.aspx?page=20230320-39>

In this regard, please find enclosed the following forms notified by SEBI.

- Form ISR-1 (Request for registering Pan, KYC details or changes / up-dation thereof)  
[https://www.sebi.gov.in/sebi\\_data/commondocs/mar-2023/Form\\_ISR-1\\_p.pdf](https://www.sebi.gov.in/sebi_data/commondocs/mar-2023/Form_ISR-1_p.pdf)
- Form ISR- 2 (Confirmation of Signature of securities holder by the Banker)
- Form- SH-13 (Nomination form)
- Form ISR-3 (Declaration for opt-out)
- Form SH- 14 (Change in Nomination)

The following forms can be downloaded from <https://www.riteshinternationalltd.com/wp-content/uploads/2022/03/Ritesh-Letter-for-updation-as-per-sebi-circular.pdf>

**As per SEBI circular (reproduced hereunder)**

It shall be mandatory for all holders of physical securities in listed companies to furnish PAN, Nomination, Contact details, Bank A/c details and Specimen signature for their corresponding folio numbers. The folios wherein any one of the cited document/details as above are not available on or after October 01, 2023, shall be frozen by the RTA

Shareholders are also requested to furnish/update valid PAN, Nomination, Contact details, Bank A/c details and Specimen signature to the RTA. As with respect to the folios in which PAN, Nomination, Contact details, Bank A/c details and Specimen signature is/are not valid as on cut-off date of October 01, 2023, shall be frozen by RTA.

Yours faithfully,

**For RITESH INTERNATIONAL LIMITED**

**Rajiv Arora**

(Chairman Cum Managing Director)

(DIN: 00079838)

**Contact details of RTA**

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