

Alum/13/2023-24

Date: 30.05.2023

The Secretary

BSE Limited

New Trading Wing,
Rotunda Building,
PJ Tower, Dalal Street,
Mumbai- 400001

Scrip Code: 539045

The Manager

National Stock Exchange of India Limited

Exchange Plaza, C-1, Block "G"
5th floor, Bandra Kurla Complex,
Bandra East,
Mumbai- 400051

SYMBOL: MANAKALUCO

Dear Sir/Madam,

Sub: Intimation to Shareholders holding Shares in Physical Mode pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37, dated March 16, 2023

Pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD1/P/CIR/2023/37, dated March 16, 2023, please find enclosed herewith a copy of the letter being sent to the shareholders holding shares in physical mode in compliance with the said Circular and the same is also been disseminated on the website of the Company. The Company has informed the physical shareholders to furnish their PAN, KYC and nomination details to the Registrars and Transfer Agent of the Company i.e Link Intime India Private Limited.

Kindly take the same on your record.

Yours faithfully,

For Manaksia Aluminium Company Limited

Vivek Jain

Company Secretary & Compliance Officer

**FOR THE ATTENTION OF HOLDERS OF PHYSICAL SECURITIES (EQUITY SHARES) OF
MANAKSIA ALUMINIUM COMPANY LIMITED**

Dear Shareholder(s),

Date: 24-05-2023

Sub: Mandatory furnishing/updating of PAN, full KYC details (Address proof, bank details, email address, mobile number) and Nomination**Ref: SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 (the "SEBI Circular")**

With reference to the SEBI Circular regarding mandatory furnishing of the PAN, full KYC details and Nomination by the holders of physical securities, your attention is invited to the following:

Sl. No.	Particulars	As per the SEBI Circular- Documents and/or details are required to be submitted to Link Intime India Private Limited (RTA) in the following manner:
1.	PAN	For registration/updation in the PAN, Bank details, Postal address, Email address or Mobile number, please provide the details in the prescribed Form ISR-1 along with related documents as stated therein, self-attested by the shareholder(s). Providing mobile number is mandatory. You are also requested to register your e-mail ID.
2.	Bank details	
3.	Address with PIN	
4.	E-mail address	
5.	Mobile Number	
Additionally, you can provide your Client Master List (CML) of your demat account duly signed and stamped by the Depository Participant for updation of any or all of the above information in the folio.		
6.	Signature	In case there is a change, please provide banker's attestation of the signature of the shareholder(s) in Form ISR-2 and Original cancelled cheque with your name(s) printed thereon or self-attested copy of bank passbook/statement. Alternatively, you may personally visit the office of our RTA.
7.	Nomination	Please provide duly completed prescribed forms as applicable: <ul style="list-style-type: none">- for registration in Form SH-13- for opting out in Form ISR-3- for change in existing nomination in Form SH-14- for cancellation of existing nomination in Forms SH-14 and ISR-3

Please refer to **Form ISR-1** for mode of submission of documents to the RTA.

All the above Forms mentioned are available on the website of the Company i.e www.manaksiaaluminium.com. You may download the same by visiting the website.

You are hereby requested to kindly comply with the SEBI Circular (read full Circular at [SEBI Circular](#)). The Company shall also intimate, in due course, the concerned security holders about the folios which are incomplete in terms of the SEBI Circular. The folios wherein the above details are not available on or after 1st October, 2023, shall be frozen and such shareholder will not be eligible (i) to lodge grievance or avail service request from the RTA; and (ii) for receipt of dividend (only electronic payment to be made from 1st April, 2024).

In case of any queries/clarification, please contact us/RTA.

For Manaksia Aluminium Company Limited

Sd/-

Vivek Jain**Company Secretary****Membership No: A36946**

Important: As required by CBDT Circular dated March 30, 2022, please link your PAN and Aadhaar by June 30, 2023 or any other date as may be specified by the Central Board of Direct Taxes, if not linked earlier, to avoid consequences of non-compliance with the said CBDT Circular.