

6<sup>th</sup> February, 2019

<p>The Manager – Listing National Stock Exchange of India Ltd Exchange Plaza Bandra Kurla Complex Bandra (E) <u>MUMBAI – 400 051</u> Tel : +91 22 26598235/36 Fax : +91 22 26598237/38</p> <p>SYMBOL : ICDSLTD</p>	<p>The Manager - Listing Bombay Stock Exchange Ltd Regd. Office: Floor 25 P J Towers Dalal Street <u>MUMBAI – 400 001</u> Tele : +01 22 2272 1234</p> <p>STOCK CODE: 511194 SCRIP ID: ICDSLTD</p>
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Dear Sir/Madam,

**Subject : Copy of Letter, sent to the Shareholders for mandatory update of PAN and Bank details against their shareholding and to convert physical shareholding into demat.**

1. In compliance with the provisions of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of letter (along with annexure of Reminder 2) sent to the shareholders having shares in physical form, for the following compliances:

2. a) Mandatory furnishing the PAN and Bank details for updating master data with Company/RTA, in compliance with the SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 DATED April 20, 2018;

b) Mandatory converting physical shares in demat form before placing request for transfer of shares as per SEBI notification number SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018.

3. Request to kindly take the above on your record.

Yours faithfully,

For ICDS Limited

  
Bharath Krishna Nayak  
Managing Director  
(DIN 00776729)

Encl: as above



Regd. and Admn. Offices :

Syndicate House, P.B. No. 46, Upendra Nagar, Manipal - 576 104

Phone : EPABX 0820-2701500 Fax : 0820-2571137 Website : www.icdslimited.com CIN : L65993KA1971PLC002106



## CAMEO CORPORATE SERVICES LIMITED

Subramanian Building, No.1 Club House Road, Chennai 600 002, Tamilnadu  
CIN : U67120TN1998PLC041613; Ph: 91-44-28460390 / 91-44-40020700 (Board);  
Email : investor@cameoindia.com; Web : www.cameoindia.com

S.no: 001/\_\_\_/Reminder2

Date:

REMINDER - II

Dear Shareholder,

**Sub: Updation of Pan & Bank Details –2<sup>nd</sup> and final Reminder -Reg**  
**Ref: Shares held by you in \_\_\_\_\_**

We draw your attention to the circular issued by Securities and Exchange Board of India (SEBI) No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20/04/2018. SEBI, in point no. 12 (ii) of the Annexure to its circular had directed all the listed companies to send a communication to all its shareholders, who are holding shares in physical form through their Registrars and Transfer Agent (RTA), to obtain copy of the Permanent Account Number card of all the holders and Bank account details of the first / sole shareholder of the company.

These guidelines have been issued by SEBI streamline and strengthen the procedures and processes with regard to handling and maintenance of records, transfer of securities and payment of dividend/interest/redemption by the RTAs, Issuer Companies and Bankers to the Issue.

To enable us to update the PAN and Bank account details, we, being RTA to the above referred Company request you to kindly submit the following information in the format sent along with our earlier letters, within 21 days of this letter:

- Copy of self-attested PAN card of the shareholders including joint holders
- Bank a/c details of the first/sole shareholder
- Original cancelled cheque leaf with the name of the first/sole shareholder printed on it or copy of bank passbook showing name & account details of the account holder only (first share holder) duly attested by the bank (Bank Manager)

We have already sent the PAN and Bank mandate updation form in our earlier letter followed by a reminder. You may also download the same from our website [www.cameoindia.com](http://www.cameoindia.com)

On receipt of the above documents, we will update the same in our records.

In case of dividend declaration by the company, all dividends including past unpaid dividends, if any, will be directly credited to the bank account furnished by you. It is not out of place to mention here that under section 124(6) of the Companies Act 2013, if dividends remain unpaid/unclaimed for a period of seven consecutive years then the underlying shares are also required to be transferred to the account of the IEPF authority. Hence, we request you to kindly submit the documents sought immediately.

Further, we draw your attention to the notification issued by SEBI dated 08.06.2018 and the press release dated 30.11.2018 amending Regulation 40 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015. Pursuant to this, any request for effecting transfer of securities in physical form shall not be processed except in case of transmission or transposition of securities unless these securities are held in demat form. Hence, the company/RTA would not be in a position to accept / process the requests for transfer of shares held in physical form with effect from 01.04.2019. We therefore request you to take immediate steps for dematerializing your shareholding in the company. As you may be aware holding shares in dematerialized form offers host of benefits like enhanced security, ease of handling, faster transfers, exemption from stamp duty and eliminating bad deliveries. In view of the above, in order to ensure that you are able to deal in the securities hassle-free, kindly take steps for dematerializing the shares at the earliest.

We request you to kindly provide the details as sought in this letter. In case, if a communication is sent by you earlier furnishing PAN & Bank Mandate, you may kindly take steps to dematerialise your shares immediately.

Thanking you,  
Yours sincerely  
For Cameo Corporate Services Limited  
Sd/  
Head – RTA & Company Secretary  
Encl : As above



**PAN MANDATE FORM**

<b>NAME OF THE COMPANY</b>	<b>FOLIO NO.</b>							

<b>First /Sole Shareholder Name</b>		PAN1							
<b>First Jt. Holder Name</b>		PAN2							
<b>Second Jt. Holder Name</b>		PAN3							
<b>Third Jt. Holder Name</b>		PAN4							

(SELF-ATTESTED COPIES OF PAN CARD ENCLOSED HEREWITH)

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**ECS MANDATE FORM**

<b>Name of the Bank</b>	
<b>Branch Name &amp; Address</b>	
<b>Bank A/c Type (SB A/c / Current A/c)</b>	
<b>Bank A/c No.</b>	
<b>Bankers MICR ECS code No</b>	
<b>Bankers IFSC Code</b>	

**(ORINGAL CANCELLED CHEQUE LEAF WITH THE NAME OF SHAREHOLDER PRINTED ATTACHED HEREWITH)**

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**EMAIL REGISTRATION FORM**

<b>Email ID</b>	
<b>Telephone No. / Mobile No.</b>	

I hereby convey my consent to receive all communications, Annual Report / Notice of the Meetings and from the company through Email rather than hard copy

**SIGNATURE OF THE FIRST/SOLE SHAREHOLDER :**

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