



# KOTHARI FERMENTATION AND BIOCHEM LTD.

An ISO 22000 : 2018 & HALAL Certified Company

REGD. OFFICE: 16, COMMUNITY CENTRE, 1ST FLOOR, SAKET, NEW DELHI-110017

TEL. : 26517665, 26850004, 40590944 E-mail : kfbl@airtelmail.in

Web : www.kothariyeast.in CIN : L72411DL1990PLC042502

19<sup>th</sup> February, 2022

To,

**The Manager –Listing,  
The Bombay Stock Exchange Limited,  
Phiroz Jeejeebhoy Towers,  
25<sup>th</sup> Floor, Dalal Street,  
Mumbai-400001**

**Ref: Scrip Code No. 507474**

**Subject: Intimation to Shareholders holding Shares in Physical Mode.**

Dear Sir,

Pursuant to Regulation 30 and Part A of Schedule III of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, Please find enclosed herewith a copy of the letter sent to the shareholders holding shares in physical mode in compliance with the SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021 and SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated December 14, 2021.

The Company has informed the physical shareholder to furnish their PAN, KYC and nomination details to the Company or the Registrars and Transfer Agent of the Company i.e Abhipra Capital Limited.

This is for your kind information and records.

Thanking you,

Yours faithfully,

**FOR KOTHARI FERMENTATION & BIOCHEM LIMITED**

**Kavita Tanwar  
Company Secretary and Compliance Officer**

Encl. as above

## **KOTHARI FERMENTATION AND BIOCHEM LTD.**

**16, Community Centre, 1st Floor, Saket, New Delhi - 110017**

**Date:** February 05, 2022

**To The Shareholder of Kothari Fermentation and Biochem Ltd. Holding Physical Shares**

Dear Shareholder(s),

**Sub:- Mandatory updation of KYC/Nomination details**

Pursuant to SEBI Circular No. **SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR2021/P/2021/655 dated Nov 03, 2021 and Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated Dec 14, 2021** in which SEBI has prescribed Common and Simplified Norms for processing investor's service request by RTAs and norms for mandatory furnishing of PAN, KYC details, Bank details, Nomination etc of all the shareholders, holding shares in physical form through their RTA. The Company has initiated steps for registering the KYC detail (PAN, Bank detail and Specimen Signatures, Nomination etc.) of all its shareholders accordingly.

As per our record your KYC details, Bank, PAN, Specimen Signature/s, Nomination etc are not available in your Folio. It is requested therefore to please submit the following details in attached formats along with the supporting document/s within 30 days from receipt of this letter mandatorily:-

1. Self attested copy of PAN card & Address proof (Preferably Aadhar) of the shareholder/s as per **FORM ISR-1** enclosed.
2. Bank attested Specimen Signature and Bank details from your Banker along with Cancelled cheque leaf with printed name (If name is not printed on the cheque, please provide legible copy of Bank passbook/Bank statement with Bank's stamp as per **FORM ISR-2** enclosed.
3. Duly filled in and signed form for **NOMINATION** as per **FORM No. SH-13** enclosed.
4. Valid Mobile No & Email address to be provided as per enclosed format.

\* All forms mentioned above and other relevant information are also available on the website of the company ([www.kothariyeast.in](http://www.kothariyeast.in))

In case of non-receipt of above mentioned documents, transactions in the folio would be frozen with effect from **April 01, 2023**, and the Holders of securities in the frozen folio shall be, (a) eligible to lodge grievance or avail service request to the RTA only after furnishing the complete documents' details as aforesaid; (b) eligible for any payment including dividend, interest or redemption payment only through electronic mode upon complying with the above requirements.

Securities in frozen folios shall be referred by the RTA/Listed Company to the administering authority under the Benami Transaction (Prohibition ) Act,1988 and / or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on December 31,2025.

Further, SEBI has issued SEBI (Listing Obligations and Disclosure Requirements) 4th Amendment Regulations, 2018 and amended the provision relating to transfer of listed Securities. The amendment mandates that a request for transfer of securities shall not be processed unless the securities are held by the shareholders in dematerialized form with the Depository. Further Share in Demat form will improve ease & convenience in the transfer of securities. The aforesaid amendment is already effective from April 01, 2021.

**"ACCORDINGLY, YOU ARE REQUESTED TO GET YOUR SHARES COMPULSORY DEMATERIALIZED ON PRIORITY".**

Yours Faithfully,

**For M/s Kothari Fermentation and Biochem Ltd.**

**Sd/- Kavita Tanwar**

**Company Secretary & Compliance Officer**

**TEL : 011-26850004**

**Email id : [info@kothariyeast.in](mailto:info@kothariyeast.in)**

**RTA Correspondence Address:**

**Abhipra Capital Ltd**

**G/F, Abhipra Complex, Dilkhush Industrial Area,**

**A-387, G T Karnal Road, Azadpur, New Delhi-110033**

**TEL : 011 - 42390725**

**Email: [rta@abhipra.com](mailto:rta@abhipra.com)**

## Form ISR – 1

### REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

A. I / We request you to Register / Change / Update the following (Tick  relevant box)

<input type="checkbox"/> PAN	<input type="checkbox"/> Address
<input type="checkbox"/> Bank details	<input type="checkbox"/> E-mail Id
<input type="checkbox"/> Signature	<input type="checkbox"/> Mobile number

B. Security Details:

Name of the Issuer Company	Kothari Fermentation and Biochem Ltd.	Folio No.:
Name(s) of the Security holder(s) as per the Certificate(s)	1. 2. 3.	
Number & Face value of securities	No.	Face value@ Rs. 10/- each
Distinctive number of securities	From	To

C. I / We are submitting documents as per Table below (tick  as relevant, refer to the instructions):

	<input checked="" type="checkbox"/>	Document/Information/Details	Instruction / Remark
1		PAN of (all) the (joint) holder(s)	
		PAN - Whether it is Valid (linked to Aadhaar): <input type="checkbox"/> Y / <input type="checkbox"/> N	..... PAN shall be valid only if it is linked to Aadhaar by March 31, 2022*
2		Demat Account Number	..... Also provide client master list (CML) on your Demat Account provided by Depository Participant
3		Proof of Address of the first holder	Provide any one of the documents, only if there is change in the address; • Client Master List (CML) of your Demat Account, provided by the Depository Participant • Valid Passport / Ration Card / Registered Lease or Sale Agreement of Residence / Driving License / Flat Maintenance bill /Aadhar card/Utility bill like Telephone bill (Only Landline), Electricity or Gas bill not more than 3 months old.
4		Bank details	Provide original cancelled cheque with name of the security holder printed on it. Or Bank Passbook or bank statement attested by the bank.
5		E-mail address (in Capital Letters)	..... Alternatively the e-mail address available in the CML will be updated in the folio
6		Mobile	..... Alternatively the mobile number available in the CML will be updated in the folio

\*Or any dates as may be prescribed by CBDT

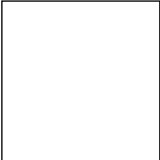
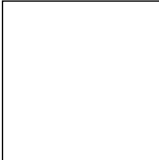
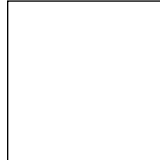
Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our folio (s) \_\_\_\_\_ in which I / We are the holder(s) (strike off what is not applicable).

Declaration: All the above facts stated are true and correct.

	Holder 1	Holder 2	Holder 3
Signature			
Name			
Full address with Pincode			

**Form ISR – 2**

**Confirmation of Signature of securities holder by the Banker**

1. Bank Name and Branch		
2. Bank contact details Postal Address Phone number E-mail address		
3. Bank Account number		
4. Account opening date		
5. Account holder(s) name(s)	1) 2) 3)	
6. Latest photograph of the account holder(s)		
1 <sup>st</sup> Holder	2 <sup>nd</sup> Holder	3 <sup>rd</sup> Holder
		
7. Account holder(s) details as per Bank Records		
a) Address		
b) Phone number		
c) Email address		
d) Signature(s)		
1) <input style="width: 150px; height: 20px;" type="text"/>	2) <input style="width: 150px; height: 20px;" type="text"/>	3) <input style="width: 150px; height: 20px;" type="text"/>
Seal of the Bank	Signature verified as recorded with the Bank	
	(Signature)	
Place:	Name of the Bank Manager	
	Employee Code	
Date:	E-mail address	

**Form No. SH-13**

**Nomination Form**

[Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014]

To

**Name of the Company** : Kothari Fermentation and Biochem Ltd.

**Registered Address of the Company** : 16, Community Centre, 1st Floor, Saket, New Delhi - 110017

I/We ..... the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following person in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being made)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) PARTICULARS OF NOMINEE/S

- (a) Name : \_\_\_\_\_
- (b) Date of Birth : \_\_\_\_\_
- (c) Father's/Mother's/Spouse's name: \_\_\_\_\_
- (d) Occupation: \_\_\_\_\_
- (e) Nationality: \_\_\_\_\_
- (f) Address : \_\_\_\_\_
- (g) E-mail id: \_\_\_\_\_
- (h) Relationship with the security holder: \_\_\_\_\_

(3) IN CASE NOMINEE IS A MINOR.

- (a) Date of birth : \_\_\_\_\_
- (b) Date of attaining majority: \_\_\_\_\_
- (c) Name of guardian: \_\_\_\_\_
- (d) Address of guardian: \_\_\_\_\_

Name & Add of Security holder (s)	Name & Address of witness:
Name:	Name:
Add:	Add:
Signature:	Signature: