



**CARAVELA**  
BEACH RESORT

VARCA, GOA

February 9, 2022

BSE Limited  
Corporate Compliance Department  
Rotunda Building P. J. Towers, Dalal Street,  
Fort Mumbai 400001  
Scrip Code - 523269

The National Stock Exchange of India Limited  
Exchange Plaza, Bandra Kurla Complex, Bandra  
(East),  
Mumbai 400051  
Symbol : ADVANIHOTR

Dear Sir/Madam,

**Sub.: Communication to Shareholders**

**Ref: SEBI Circular dated November 03, 2021 read along with clarification issued on December 14, 2021**

Dear Sir/Madam,

This is to inform you that, inter-alia, pursuant to aforesaid SEBI circular(s), the Company has dispatched requisite communication to physical shareholders on 2<sup>nd</sup> February, 2022 requesting them to update/furnish prescribed details within stipulated time, to the Registrar and Share Transfer Agent of the Company viz., Datamatics Business Solutions Limited.

The communication and requisite Forms are also available on the investor relations segment of the website of the Company viz., [www.caravelabeachresortgoa.com](http://www.caravelabeachresortgoa.com). One sample draft of the communication with necessary enclosures also enclosed herewith.

You are kindly requested to take it on record and acknowledge receipt.

Thanking you,

Yours faithfully,

For **ADVANI HOTELS & RESORTS (INDIA) LIMITED**

  
**Nilesch Jain**  
Company Secretary



Owned and operated by : **ADVANI HOTELS & RESORTS (INDIA) LIMITED**

**(CIN: L99999MH1987PLC042891)**

Registered Office : 18A & 18B, Jolly Maker Chambers – II, Nariman Point, Mumbai - 400021

Tel: (91-22) 22850101 Telefax: (91-22) 22040744 | Website: [www.caravelabeachresortgoa.com](http://www.caravelabeachresortgoa.com)

EMAIL: [cs.ho@advanihotels.com](mailto:cs.ho@advanihotels.com)

  
**CARAVELA**<sup>®</sup>  
BEACH RESORT

VARCA, GOA

Ref No: DBSL/RN/KYC/2022/3  
Folio No. S003414

Date: 31 January, 2022

SUMAN AILAWADI  
C-519 SHEKH SARAI PH-I  
NEW DELHI

110001

Jt1. V K AILAWADI  
Jt2.

Dear Shareholder,

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

Kindly take note that Securities & Exchange Board of India (SEBI) vide its circular SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021 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.

In this connection the following forms are notified by SEBI.

1. Form ISR-1 (Request for registering Pan, KYC details or changes / up-dation thereof)
2. Form ISR- 2 (Confirmation of Signature of securities holder by the Banker)
3. Form- SH-13 (Nomination form)
4. Form ISR-3 (Declaration for opt-out)
5. Form SH- 14 (Change in Nomination)

Please also note that it has been made mandatory for shareholders holding physical shares in the company to furnish PAN, KYC details and Nomination details. In the event, Company / RTA doesn't receive the details as above by March 31, 2023, concerned shares shall be frozen by RTA. Shareholders are also requested to furnish/update valid PAN to the RTA. As required by the Income Tax Authorities, please link your PAN and Aadhar by March 31, 2022 or any other date as may be specified by the central Board of Direct Taxes if not linked earlier, to avoid freezing of your folio.

We observe from our records that you have not furnished the documents/details. We request you to furnish the documents/details as per the table below, to our RTA immediately on receipt of this letter but not later than February 28, 2022, by sending the duly signed forms and documents / details to the address of our RTA or by sending the duly signed and scanned documents through your registered email to [investorsgry@datamaticsbpm.com](mailto:investorsgry@datamaticsbpm.com)

Sr. No.	Particulars	Status as per records	Please furnish details in
1	PAN of 1st Holder	Please Provide	Form No. ISR-1
2	PAN of 2nd Holder	Please Provide	
3	PAN of 3rd Holder	Not Applicable	
4	Address	Already Registered	
5	Email address	Please Provide	
6	Mobile Number	Please Provide	
7	Demat account details	Please Provide	
8	Bank account details	Please Provide	
9	Nomination details	Please Provide	Form- SH-13

The aforesaid forms can also be downloaded from the website of the Company (Website: [www.caravelabeachresortgoa.com](http://www.caravelabeachresortgoa.com)) and website of our RTA [www.datamaticsbpm.com](http://www.datamaticsbpm.com) under tab - Service -> Registrar Transfer Agent -> information to shareholders.

**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.**

**In case of any queries, kindly contact to our RTA:**

Datamatics Business Solutions Limited  
Unit : Advani Hotels and Resorts (I) Ltd.  
Plot No B-5, Part B Cross Lane, MIDC, Andheri (E), Mumbai 400 093.  
Tel.: 91 22 66712001-10 (From 10:00 a.m. to 5:00 p.m. on all working days)  
Email: [investorsgry@datamaticsbpm.com](mailto:investorsgry@datamaticsbpm.com), Website: [www.datamaticsbpm.com](http://www.datamaticsbpm.com)

Thanking You,  
For Advani Hotels and Resorts (I) Ltd.  
Sd/-  
Nilesh Jain  
Company Secretary  
Encl : as above

*This is a computer generated communication and does not require manual signature*

Registered Office : 18A & 18B, Jolly Maker Chambers - II, Nariman Point, Mumbai - 400021  
Tel: (91-22) 22850101 Telefax: (91-22) 22040744 | Website: [www.caravelabeachresortgoa.com](http://www.caravelabeachresortgoa.com)

## Form ISR-2

(see circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

### 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)	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center;">1<sup>st</sup> Holder</div> <div style="border: 1px solid black; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center;">2<sup>nd</sup> Holder</div> <div style="border: 1px solid black; width: 100px; height: 100px; display: flex; align-items: center; justify-content: center;">3<sup>rd</sup> Holder</div> </div>		
7. Account holder(s) details as per Bank Records			
a) Address			
b) Phone number			
c) Email address			
d) Signature(s)	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">1)</div> <div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">2)</div> <div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">3)</div> </div>		
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]

(see circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021 on  
Common and Simplified Norms for processing investor's service request by RTAs and norms for  
furnishing PAN, KYC details and Nomination)

To

Name of the Company : .....  
C/o. Datamatics Business Solutions Limited (RTA)  
Plot No. B – 5, Part B Cross Lane, MIDC,  
Andheri (East), Mumbai 400 093

I/We.....the holder(s) of  
the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following persons 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 and address of the Security Holder (s)		Signature of Holder (s)
Sole/1 <sup>st</sup> holder		
2 <sup>nd</sup> holder		
3 <sup>rd</sup> holder		

Witness with Name and address		Signature of Witness
1		