



HEG/SECTT/2024

27th March, 2024

BSE Limited P J Towers Dalal Street MUMBAI - 400 001. Scrip Code : 509631	National Stock Exchange of India Limited Exchange Plaza, 5th Floor Plot No.C/1, G Block, Bandra - Kurla Complex Bandra (E), MUMBAI - 400 051. Scrip Code : HEG
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Sub: Mandatory furnishing of PAN, KYC and Nomination details by holders of physical shares

Dear Sir/Madam,

Please find attached a specimen copy of reminder letter which is being sent to the concerned physical Shareholders on the captioned subject through Registered Post.

The same is also available under the Investor section of the website of the Company i.e. www.heg ltd.com

Please take the same on record.

Thanking You,

Yours faithfully,
For **HEG Limited**

(Vivek Chaudhary)
Company Secretary
M.No. A-13263
heg.investor@lnjbhilwara.com

Encl. as above

HEG LIMITED



Corporate Office:
Bhilwara Towers, A-12, Sector-1
Noida - 201 301 (NCR-Delhi), India
Tel.: +91-120-4390300 (EPABX)
Fax: +91-120-4277841
GSTN No.: 09AAACH6184K2Z6
Website: www.lnjbhilwara.com

Regd. Office:
Mandideep (Near Bhopal) Dist. Raisen - 462046
(Madhya Pradesh), India
Tel.: +91-7480-405500, 233524 to 233527
Fax: +91-7480-233522
GSTN No.: 23AAACH6184K1ZH
Website: www.heg ltd.com



Corporate Identification No.: L23109MP1972PLC008290



HEG LIMITED

CIN : L23109MP1972PLC008290

Registered Office: Mandideep (Near Bhopal), Distt. Raisen - 462 046, (M.P.),

Phone: 07480-405500, **Fax:** 07480-233522

Corporate Office: Bhilwara Towers, A-12, Sector – 1, Noida – 201 301 (U.P.),

Phone: 0120- 4390300 (EPABX), **Fax:** 0120-4277841

E-mail: heg.investor@lnjbhilwara.com; **Website:** www.hegltd.com

Registered Post

27th March, 2024

To,

Dear Shareholder,

Re: Folio No.

Name of Joint Holder 1:

Name of Joint Holder 2:

Sub: Mandatory Furnishing of PAN, KYC and Nomination details etc.

1. Your attention is drawn towards our earlier letters dated 16th December, 2021, 10th August, 2022, 10th February, 2023 and 23rd May, 2023 on the captioned subject.
2. We further draw your attention that the SEBI vide its various Circulars including latest Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated 17th November, 2023 read with SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/70 dated 17th May, 2023, clarified the norms for processing investor's service request by RTA and for furnishing PAN, KYC details & nomination by holders of physical securities, with a view to create awareness and to enhance the ease of doing business. The Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated 17th November, 2023 is available at the website of the Company at <https://hegltd.com/wp-content/uploads/2024/03/SEBI-Circular-dated-November-17-2023.pdf>. The SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/70 dated 17th May, 2023 is available at SEBI website https://www.sebi.gov.in/legal/master-circulars/may-2023/master-circular-for-registrars-to-an-issue-and-share-transfer-agents_71271.html
3. From our records we have observed that the following details are available in our records pertaining to physical shares held by you.



Particulars	Status
PAN	
Bank A/c No.	
Bank Name	
Bank Branch	
IFSC	
MICR	
Email	
Mobile	
Nomination	
Signature	

Please verify the details mentioned in the table are true and correct and in case of any updation, please inform us accordingly in the respectively applicable prescribed forms.

4. Since **all or any of** the aforesaid details with respect to the physical share(s) held by you in the Company are not present in the database of the Company's Registrar and Share Transfer Agents (RTA) i.e. MCS Share Transfer Agent Limited, we request you to kindly furnish the same to the RTA through the **Form ISR-1** for PAN & KYC, **Form ISR-2** for confirmation of signature of securities holder by the banker, **Form SH-13** for nominating a nominee, **Form ISR-3** in case you do not wish to nominate any person with respect to the physical share(s) held by you and **Form SH-14** in case you wish to cancel / change nomination at a later date with respect to the physical share(s) held by you along with the necessary attachments / documents as stated in the forms itself. While filling up the form please strike out the portion which is not applicable to you. The said Forms are available at Company's website at www.hegltd.com and RTA website at <https://www.mcsregistrars.com>. You may also download the above said forms directly through <https://hegltd.com/wp-content/uploads/2024/03/Cover-Letter-for-Website-KYC.pdf>

Please note that the PAN to be furnished by you, **should be Aadhaar linked only.**

As such, you are kindly requested to take a note of the above and furnish the aforesaid documents at the earliest to the RTA of the Company at the following address:

**MCS Share Transfer Agent Limited,
(Unit: HEG Limited)
F-65, 1st Floor, Okhla Industrial Area, Phase I, New Delhi – 110 020
Phone No. (s): 011-41406149-52, Fax No: 011-41709881
E -mail: helpdeskdelhi@mcsregistrars.com**

Thanking you,

**Yours faithfully,
For HEG LIMITED
Sd/-
VIVEK CHAUDHARY
COMPANY SECRETARY
A-13263
heg.investor@lnjbhilwara.com**