

February 05, 2022

**Online intimation/submission**

**The Secretary**

**BSE Limited**

Phiroze Jeejeebhoy Towers

Dalal Street

Mumbai-400 001

Security Code: 505200

**The Secretary**

**National Stock Exchange of India Ltd**

Exchange Plaza, 5<sup>th</sup> Floor, Plot No. C/1,

G Block, Bandra Kurla Complex, Bandra (E)

Mumbai-400 051

Symbol: EICHERMOT

**Ref: SEBI Circular SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021**

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

Dear Sir/Madam,

Pursuant to Regulation 30 and Part A of Schedule III of the SEBI (LODR) Regulations, 2015, please find enclosed herewith a copy of the letter sent to the Shareholders holding shares in physical mode in compliance with the above referred circular. The Company has informed the physical Shareholders to furnish their PAN, KYC and Nomination details to the Registrar and Transfer Agent of the Company i.e. Link Intime India Pvt Ltd.

Requisite forms under the above referred circular are also uploaded on the website of the Company i.e. [www.eichermotors.com](http://www.eichermotors.com).

You are requested to take the same on your records.

Thanking you,

For **Eicher Motors Limited**

**Manhar Kapoor**

**Chief Legal Counsel & Company Secretary**

Encl. as above

Dear Investor,

Date:04/02/2022

**Subject:** -Request for Updating the KYC details as per SEBI Circular No.SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated 3rd Nov 2021.

The above mentioned circular issued by SEBI mandates all the listed companies to record the **PAN, Address with PIN code, Email address, Mobile Number, Bank Account details, Specimen Signature and Nomination of all the shareholders holding shares in physical form.** No service request from the shareholders will be entertained until shareholder submits all of these information and documents.

The salient features and requirements of the circular are as follows:

- A) Non-updation of KYC - The folios wherein any ONE of the cited details/documents, (i.e. PAN, Address with PIN code, Email address, Mobile Number, Bank Account details, Specimen Signature and Nomination) are not available on or after April 01, 2023, shall be frozen as per SEBI circular.**

**Notes:**

1) The securities in the frozen folios shall be:

- eligible to lodge any grievance or avail service request from the RTA only after furnishing the complete documents / details as aforesaid.
- eligible for any payment including dividend, interest or redemption payment only through electronic mode upon complying with the above stated requirements.

2) a) The relevant forms for Nomination and Updation of KYC details viz; Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circular are available on our website as mentioned below:

<https://www.linkintime.co.in> → Resources → Downloads → General → Formats for KYC.

b) Original cancelled cheque bearing the name of the first holder will be required for Bank details registration/ updation or the first security holder is required to submit copy of bank passbook / statement attested by the bank for registering / updating the bank details.

- B) Mandatory Linkage of PAN with Aadhaar - As per the Central Board of Direct Taxes (CBDT) it is mandatory to link PAN with Aadhaar number by March 31,2022. Security holders who are yet to link the PAN with Aadhaar number are requested to get the same done before March 31, 2022. Post March 31, 2022 or any other date as may be specified by the CBDT, RTAs shall accept only valid PANs and the ones which are linked to the Aadhaar number. The folios in which PAN is / are not valid as on the notified cut-off date of **March 31, 2022 or any other date as may be specified by the CBDT, shall also be frozen.****

**Note:** - Security holders from Sikkim can provide self-attested copy of Aadhaar Card/Voter's Card/Driving License/Passport or any other identity proof as issued by the Government.

In view of the above, we request you to submit the KYC Form printed on the reverse of this letter, duly completed along with Investor Service Request Form ISR-1 and the required supporting documents as stated in Form ISR-1 at the earliest. Further, please continue to use Form SH-13 and SH-14 for declaration of nomination and for cancellation/change in nomination, respectively. However, in case you want to opt-out of nomination, Form ISR-3 shall be filed.

You may use any ONE of the following modes for submission of the aforesaid documents/details:

1. **In Person Verification (IPV):** by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s).
2. **In hard copy:** by furnishing self-attested photocopy(ies) of the relevant document, with date.
3. **With e-sign:**
  - (a) In case your email is already registered with us, you may send the scanned copies of your KYC documents with e-sign at our dedicated email-id: [kyc@linkintime.co.in](mailto:kyc@linkintime.co.in) Kindly mention the email subject line as "**KYC Updation - (Eicher Motors Limited) - Folio No : \_\_\_\_\_**"
  - (b) Investors can also upload KYC documents with e-sign on our website <https://www.linkintime.co.in> → Investor Services → KYC Compliance.

E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-sign user. You may approach any of the empanelled e-sign service providers available on <https://cca.gov.in/> for the purpose of obtaining e-sign.

Yours faithfully,

For Link Intime India Pvt. Ltd  
Investor Relation Cell (IRC)

*This is a computer generated letter and hence no signature required. If you have already submitted the documents for updating KYC or have dematerialised your physical securities, please do not submit the documents again.*