

Ref. PILC/19

February 27, 2019

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
MUMBAI – 400 001

The Manager,
Listing Department,
The National Stock Exchange of India Ltd.
Exchange Plaza, 5th Floor, Plot No.C/1, G-
Block, Bandra-Kurla Cmplx, Bandra (E),
MUMBAI – 400 051

Dear Sirs,

Sub: Final Reminder Communicating to Physical Shareholders
for mandating updation of PAN, Bank details and transfer
of securities in dematerialized form.
Ref: Our letter Ref. No.PILC/19 dated 25.02.2019

Further to our communications dated 30th August, 2018 and 30th October, 2018, we have sent final Reminder(3rd) to the Physical Shareholders, who have not responded to our first and second reminder, mandating updation of PAN, Bank details as well as transfer of securities in dematerialized form. Please find attached a copy of the same for your kind perusal. This is as per SEBI Circular dated 20th April, 2018 and 5th July, 2018 respectively.

Kindly acknowledge receipt of the same.

Thanking you,

Yours faithfully,
For PATSPIN INDIA LIMITED



Dipu George
Deputy Company Secretary

Encl:a|a

PATSPIN INDIA LIMITED

CIN: L18101KL1991PLC006194

MARKETING / REGD. OFFICE :

3rd Floor, Palal Towers, M.G. Road, Ravipuram, Kochi-682 016, India
Phone : 91-484-2661900, Fax: 91-484-2370812/2661980
E-mail: cs@patspin.com

CORPORATE OFFICE :

43, Mittal Chambers, 4th Floor, 228, Nariman Point, Mumbai-400 021 India.
Phones: 91-22-2202 1013 / 22028246, Fax: 91-22-2287 4144
E-mail: mumbai@gtntextiles.com
www.patspin.com

ISO 9001 : 2015 / 14001 : 2015 Certified

PATSPIN INDIA LIMITED

CIN: L18101KL1991PLC006194

Regd. Office: 3rd Floor, Palal Towers, Ravipuram, M G Road, Kochi – 682 016

Tel: 0484 - 2661900 Fax: 0484 - 2661980

Email: cs@patspin.com www.patspin.com

Final Reminder

Date: 25th February, 2019

Dear Shareholder(s)

Sub: Mandatory updation of PAN and Bank Details against your shareholding in Patspin India Ltd

Ref. Our communication dated 23rd August, 2018 & 30th October, 2018.

Pursuant to SEBI circular dated 20th April, 2018, shareholders whose ledger folios do not have or are having incomplete details with regard to PAN and Bank particulars are required to compulsorily furnish the details to the RTA/Company for registration in the folio. In this regard, we have sent you our communications on 23rd August, 2018 & 30th October, 2018. **As per the records with RTA, your folio needs to be updated with the PAN/complete Bank details so that the shares held by you are fully protected with proper KYC compliance.**

ACTION REQUIRED FROM THE SHAREHOLDER

You are requested to submit the following documents within 21 days from the receipt of this letter to update the records

- Enclosed format duly filled in and signed by all the shareholders
- Self attested copy/ies of PAN Card/s of all the shareholders
- Cancelled Cheque leaf with name (if name is not printed, self attested copy of the Pass Book first Page)
- Address proof (self attested copy of Aadhar Card or Voter ID or Driving Licence or Passport)

Further, you would be aware that SEBI guidelines encourage all shareholders to hold their shares in Demat form. Shares can be held in Demat form in either of the two Depositories, viz National Securities Depository Ltd or Central Depository Services India Ltd, where the shares are held in electronic form through the medium of Depository Participants (DP's). Advantage of holding the shares in Demat form as follows:

- i) Possibility of damage or loss of Physical share certificate is eliminated
- ii) Cases of forgery or tearing or mutilation of share certificate(s) are eliminated
- iii) Demating provides the ease and convenience of Paperless trading of shares. Once a demat account is opened with a DP, shareholder can buy or sell shares in electronic form without any paperwork as applicable to Physical share certificate based transaction(s)
- iv) No Stamp duty is payable on transfer of shares in Demat form.

SEBI vide their Circular dated 5th July, 2018 has mandated transfer of security in dematerialized form and physical transfers would not be allowed effective from 1st April, 2019.

Process for Dematerialization of shares in Physical form:

01. For shareholder(s) who are not having a Demat account:

The Shareholder(s) is/are required to approach any Depository Participant (DP) and open a Demat Account with a DP in the same name(s) and style in which the shareholder(s) holds shares in Patspin India Limited. After opening of the Demat Account, shareholder(s) has to surrender the Original Share Certificate(s) alongwith duly filled in and signed Demat Request Form (DRF) to the DP, who will forward the same to Company's RTA i.e., Integrated Registry Management Services Private Limited. The RTA will scrutinize/verify the DRF and, if found in order, the shares will be dematerialized and equivalent number of shares will be credited to the Demat account of the shareholder(s) by RTA.

02. For shareholders already having a Demat Account

The shareholder (s) who are already having the Demat Account are required to check whether the existing Demat Account is in the same name(s) and style as per the shareholding in Patspin India Limited. If yes, shareholder(s) has to submit duly filled in and signed DRF alongwith original share certificate to the DP for dematerialization of the shares.

If the existing Demat Account is not in the same order of name, the shareholder (s) is/are required to approach his/her DP for guidance.

We request you to convert your Shareholdings from physical form to Demat form at the earliest in view of the advantages of Demat holding as explained above.

In case, if you have any queries or need any assistance in this regard, please contact:-

M/s Patspin India Limited Palal Towers, M G Road, Ravipuram, Kochi-682016, Kerala. Tel: 0484-2661900 Email: cs@patspin.com	M/s Integrated Registry Management Services Private Limited 2nd floor, 'Kences' Towers, No.1, Ramakrishna Street, North Usman Road, T.Nagar, Chennai – 600 017. Tel: 044 - 28140801/03 Email: csdstd@integratedindia.in
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Thanking you,

Yours faithfully,

For PATSPIN INDIA LIMITED

DIPU GEORGE

Deputy Company Secretary

Note : Please ignore this communication, if the PAN and Bank account details had already been furnished

To

Integrated Registry Management Services Private Limited
Unit: PATSPIN INDIA LIMITED
2nd Floor, Kences Towers, No. 1 Ramakrishna Street,
North Usman Road, T. Nagar, Chennai – 600 017.

Folio No:

PERMANENT ACCOUNT NUMBER(PAN) AND BANK ACCOUNT UPDATION FORM

SHARE HOLDER (S) NAME		PAN									
1											
2											
3											
PARTICULARS OF BANK ACCOUNT OF FIRST / SOLE SHAREHOLDER											
Name of the Bank											
Branch											
MICR Code (9-Digit Code Number of the Bank and Branch appearing on the MICR cheque issued by the Bank)											
IFSC of Bank Branch											
Account Number [ENCLOSE CANCELLED CHEQUE LEAF]											
Mobile No. of First / Sole holder (Phone / Mobile No.)											
Email ID of First / Sole holder for serving all future communications including Annual Report, AGM Notice etc.											

(Please attach a blank "cancelled" cheque leaf)

I, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the RTA/Company responsible.

Date :

Signature of Shareholder(First / Sole)

Signature of Joint Holder 1 (if any)

Signature of Joint Holder 2 (if any)

Encl:

- (1) Photocopy of PAN Card of registered shareholders (including joint holders) – self attested
- (2) Original Cancelled Cheque Leaf / Attested Bank Passbook showing First/Sole Holder name as Account Holder.
- (3) Shareholders are requested to get the specimen signature attested by their bank manager, in case of any change in their signature.

In case, the shareholder is not in a position to submit "cancelled cheque leaf", please submit Copy of Bank Pass Book (1st page and Current Transaction page) certified by Concerned Bank Manger as under

Certificate of the Shareholder's Bank

Certified that the particulars furnished above are correct as per our records.

Date :

Signature of the Authorised Official of the Bank
(Please affix Bank Seal with Identity Number of Bank Official)