

# SUMMIT SECURITIES LIMITED

Corporate Identification Number: L65921MH1997PLC194571

Registered Office: 213, Bezzola Complex, B Wing, 71, Sion-Trombay Road, Chembur, Mumbai - 400071

Tel Nos.: +91-22-46098668 / 69

Website : [www.summitsecurities.net](http://www.summitsecurities.net) Email : [investors@summitsecurities.net](mailto:investors@summitsecurities.net) ; [compliance@summitsecurities.net](mailto:compliance@summitsecurities.net)

September 24, 2024

## **National Stock Exchange of India Limited**

Exchange Plaza, 5<sup>th</sup> Floor  
Plot No C/1, G Block  
Bandra Kurla Complex  
Bandra East  
Mumbai 400 051

## **BSE Limited**

Phiroze Jeejeebhoy Towers,  
Dalal Street, Fort,  
Mumbai – 400 001

**Symbol: SUMMITSEC**

**Security Code: 533306**

**Security ID: SUMMITSEC**

## **Sub: Intimation under Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015**

Dear Sir,

Pursuant to Regulation 30 read with Part A of Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we wish to inform you that in compliance with the SEBI Circular bearing reference nos. SEBI/HO/MIRSD/POD- 1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 (now rescinded due to issuance of Master Circular dated May 17, 2023 & SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024 read with Master Circular SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, the Company has completed the dispatch of the enclosed intimation letter to the identified shareholders holding shares in physical mode, urging them to furnish their PAN, KYC, and Nomination details to the Registrar & Transfer Agent of the Company viz Link Intime India Private Limited (“RTA”) as per the forms prescribed by SEBI.

The formats for Updation of KYC details and registering Nomination viz. Forms ISR-1, ISR-2, SH -13, and SEBI circulars are available on the RTA’s website at

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

The above information is also available on the website of the Company at i.e. [www.summitsecurities.net](http://www.summitsecurities.net)

You are requested to take the same on record.

Thanking you,  
Yours faithfully,  
For Summit Securities Limited

Jiya Gangwani  
Company Secretary & Compliance Officer  
Encl: As above

Dear Shareholder,

**Subject : Reminder to update KYC details pursuant to SEBI Circular bearing reference nos. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/ MIRSD-PoD-1/P/CIR /2023/37 dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023) & SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024.**

We refer to the above circulars issued by SEBI that mandate all the Listed Companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature of holders of physical securities. Email ID is optional, however, the security holders are requested to register email id also to avail online services. Shareholder is requested to register nomination in their own interest **This is applicable for all security holders holding shares in physical mode.**

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

- A) Shareholders will be ELIGIBLE to lodge any grievance or avail of any service from us, only after furnishing the complete documents /details as mentioned below
- B) In case of non-updation of PAN or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.
- C) If a security holder updates the PAN, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

In view of the above, we request you to submit at the earliest the KYC Form printed overleaf and Form ISR-1, ISR-2 and SHR 13 duly signed alongwith the required supporting documents, as applicable.

The formats for Updation of KYC details and registering Nomination viz. Forms ISR-1, ISR-2, SH-13, and SEBI circulars are available on our website as mentioned below. Forms ISR-1, ISR-2, & SH13 [on the reverse] are also attached herewith.

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

You may use any ONE of the following modes for submission:

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). Please note the registered shareholder(s) has to visit the office of the RTA for IPV and not his / her representative.
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 id is already registered with us, you may send the scanned copies of your KYC documents with additionally e-sign affixed on the documents at our dedicated email-id: [kyc1@linkintime.co.in](mailto:kyc1@linkintime.co.in). Kindly mention the email subject line as "KYC Updation - (Company Name) Folio No : \_\_\_\_\_".
  - (b) Investors can also upload KYC documents with additionally e-sign affixed on the documents on our website <https://www.linkintime.co.in> → Resources → Downloads → KYC → Formats for KYC.

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.

We would request you to comply with the above requirements at the earliest, which would ensure credit of dividend amount to your bank account in time by the Issuer Company.

Yours faithfully,  
For Link Intime India Pvt. Ltd.

Investor Services Section

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

# Form ISR – 1

(SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/70 dated May 17,2023)

## 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)

Date : / /

<input type="checkbox"/> PAN	<input type="checkbox"/> Signature	<input type="checkbox"/> Mobile Number
<input type="checkbox"/> Bank details	<input type="checkbox"/> Registered Address	<input type="checkbox"/> E-mail address

B. Security and KYC Details [ to be filled in by the First Holder ]:

Name of the Issuer Company	Folio No.	
Face value of Securities	Number of Securities	
Distinctive number of Securities (Optional)	From	To
E-mail Address		
Mobile Number		

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

Name(s) of the Security holder(s) in Capital as per PAN Copies of PAN Cards of all the Holder(s) duly self-attested with date to be enclosed with this Form.	PAN	PAN Linked to Aadhaar -Y/N Tick any one [✓] *
1.		Yes / No
2.		Yes / No
3.		Yes / No
4.		Yes / No

Note: \* Mandatory linking of PAN with Aadhaar effective July 1, 2023).

Check Status of PAN linked with Aadhaar at <https://www.incometax.gov.in/tec/foportal> For Exemptions/Clarifications on PAN refer Instruction.

### Bank Account Details of First Holder

Name of the Bank & Branch	IFSC
Bank A/c No.	Tick any one [✓] Acct type <input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> Any other [ ]

Note: Original cancelled cheque leaf bearing the name of the first holder is mandatory, failing which first security holder shall submit copy of bank passbook / statement attested by the Bank for registering the Bank Account details.

Demat Account Number

16 digit DPid /Client id [ ]

Also provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.

Authorization: I / We authorise you (RTA) to update the above PAN and KYC details in my / our above Folio No, provided by me/us.

Declaration: All the above facts and documents enclosed are true and correct.

	First Named Holder	Joint Holder - 1	Joint Holder - 2	Joint Holder - 3
Signature				
Name				
Address				
PIN				

Note: If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as specified in point (3) overleaf. (Use separate Annexure to Form ISR-1 to update the above PAN and other KYC details as provided in this form with the additional Folio(s) where you are the First Named holder of securities, in such Issuer companies.)

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

No.	✓	Document/Information /Details	Instruction/Remark
1	<input type="checkbox"/>	PAN of (all) the (joint) holder(s)	PAN Card copies of all the holders duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar effective July 01, 2023. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2	<input type="checkbox"/>	Demat Account Number	Provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.
3	<input type="checkbox"/>	Proof of Address of the first Holder	<p>Provide self attested copy with date stamp of any ONE of the documents, issued by a Govt. Authority, only if there is change in the address;</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Client Master List (CML) of the Demat Account of the holder/claimant, duly signed by the Depository Participant with stamp.</li> <li><input type="checkbox"/> Unique Identification Number (UID) (Aadhaar)</li> <li><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance Bill*</li> <li><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill – Not more than 3 months old.</li> <li><input type="checkbox"/> Identity card (with Photo) / document with address, issued by Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions duly attested by the employer with date and organization stamp.</li> <li><input type="checkbox"/> For FII / sub account, Power of Attorney given by FII / sub- account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken.</li> <li><input type="checkbox"/> The proof of address in the name of the spouse*</li> </ul> <p>*Kindly provide additional self-attested copy of Identity Proof of the holder/ claimant/ spouse.</p>
4	<input type="checkbox"/>	Bank details	Original cancelled cheque leaf bearing the name of first holder OR latest copy of the bank passbook/statement with details of bank name, branch, account number and IFSC duly attested by the bank. Alternatively, Bank details as per CML enclosed will be updated in the folio.
5	<input type="checkbox"/>	E-mail address (Optional)	As mentioned on Form ISR-1, alternatively the E-mail address available in the CML as enclosed will be updated in the folio.
6	<input type="checkbox"/>	Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio.
7	<input type="checkbox"/>	Specimen Signature	Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder.
8	<input type="checkbox"/>	Nomination	<p>Submit these Form(s) separately for each listed company. (Use any ONE of the following options.)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> SH-13 For First Time Nomination</li> <li><input type="checkbox"/> SH-14 For Cancellation or Variation in Nomination</li> <li><input type="checkbox"/> SH-14 and ISR-3 For Cancellation of Nomination and to "Opt-Out"</li> <li><input type="checkbox"/> ISR-3 To "OPT-Out" of Nomination or if No Nomination is required</li> </ul>

Note:

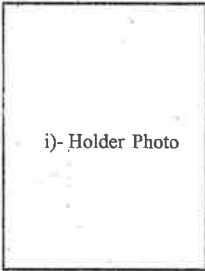
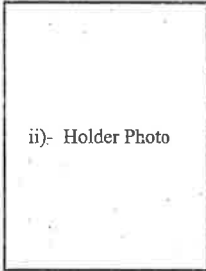
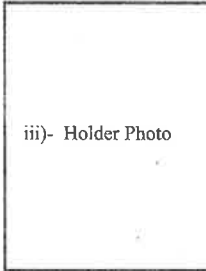
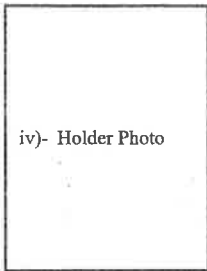

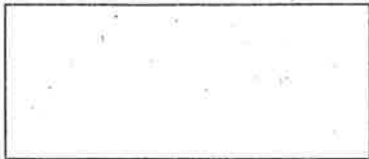



- 1) In case of additional folios for securities held under the same First Named holder for Companies managed by the same RTA, details of such folios to be completed in Annexure to Form ISR-1 along with the required declaration and authorisation.
- 2) All the above blank forms along with the mode of submission are available on our website

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# Form ISR – 2

(SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2023/70 dated May 17,2023)

## Confirmation of Signature of Securities Holder by the Banker

1. Bank Name and Branch	
2. Bank contact details	
Postal Address	
Mobile/Tel number	
E-mail address	
3. Bank Account number	<i>attach original cancelled cheque leaf</i>
4. Account opening date	
5. Account holder's PAN	Account Holder's Name
i)	i)
ii)	ii)
iii)	iii)
iv)	iv)
6. Latest photograph of the account holder(s)	
 i)- Holder Photo	 ii)- Holder Photo
 iii)- Holder Photo	 iv)- Holder Photo
7. Account holder(s) details as per Bank Records	
a) Address	
b) Mobile/Tel number	
c) Email address	
d) Signature(s) of the Holder(s)	
i)  _____	 <i>Bank Manager's Signature and Bank Seal</i>
ii)  _____	
iii)  _____	
iv)  _____	
-- (To be Mandatorily Filled by the Bank Official) --	
Place:	Name of the Bank Manager :
Date:	Employee Code :
Mobile / Tel no:	Email id :

**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] Date: / /

To,

Name of the Company : \_\_\_\_\_

Address of the Company: \_\_\_\_\_

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(s) ( From - To )
Tick ✓ as relevant				
Equity / Debs/ Bonds				

**(2) PARTICULARS OF NOMINEE/S -- [Use photocopies of this blank nomination form in case of additional Multiple Nominations in the same folio ]**

Name of Nominee			
Address of Nominee		Date of Birth	{ - - }
Father's/Mother's/ Spouse's name		Occupation	
Relationship with the security holder		Nationality	
E-mail_id		Mobile No	

**(3) IN CASE NOMINEE IS A MINOR --**

Name of Guardian		Date of Birth	{ - - }
Address of Guardian		Date of attaining majority	{ - - }

Signature(s) as per Specimen recorded with the Company.

	First Holder	Joint Holder -1	Joint Holder -2	Joint Holder -3
Signature				
Name				

**Witness Details:**

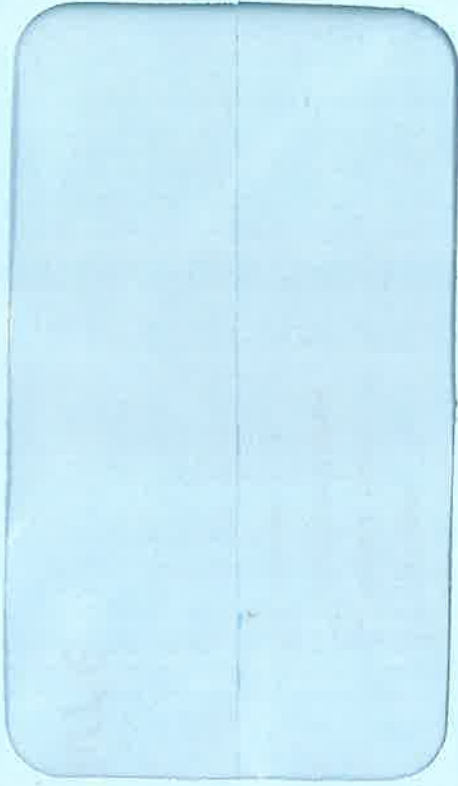
Name of Witness		Signature	
Address of Witness	Pin: _____		
		Date	

\* Nomination will be registered for entire holding in the folio. In case of more than one nominee, the ratio should be furnished & separate form to be filled for each nominee.

**Form SH-13 - INSTRUCTIONS**

[Please follow the instructions given below very carefully while filling in your Nomination request.]

1. **Nomination can be made only by individuals** applying/holding securities on their own behalf, singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. The nomination will be registered only when it is complete in all respects including the signature of (a) all registered holder(s) (as per specimen lodged with the Company) /RTA and (b) the complete details of the nominee and witness being furnished.
  2. A minor can be nominated by a holder(s) of securities and in that event the name and address of the Guardian shall be furnished by the holder(s).
  3. The nominee shall not be a trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family, or a power of attorney holder. A Non-Resident Indian can be a nominee on re-patriable basis provided RBI approval granted to the nominee is registered with the Company / RTA.
  4. In case you have multiple folios, then you may take a photocopy of this Form.
  5. Nomination request would be considered for securities held in physical form only.
  6. The nomination will be valid, if the registration of Nomination is done before the demise of the holder.
  7. The nomination stands rescinded whenever the securities in the given folio are transposed /transmitted/ amalgamated, in such a scenario a new Nomination Form will have to be filled by the security holder(s).
  8. The Holder(s) can override (delete or change) an earlier nomination by executing a fresh Nomination Form SH-14 for which a fresh registration number will be allotted. The earlier nomination will automatically stand cancelled.
  9. In case the holder(s) desires to nominate more than one person as nominee, the ratio shall be mentioned and separate form to be filled for each nominee.
  10. Nomination registration number will be allotted upon successful registration.
  11. The Company / RTA will entertain claims of registered nominees only.
  12. The Nominee will be entitled to all the rights in the securities upon demise of all holders in the folio.
  13. Kindly note that the nomination being a legal document the same should be dated by the security holder. Furthermore, the date of execution on the Nomination Form should match with the date of witness, witnessing the document.
- **For Office Use Only**
- Nomination Registration Number :
- Date of Registration :
- Checked and Signature of Employee :



Register at <https://swayam@jrknlme.co.in>



Reason for Return, Please tick

Addressee

- Left
- Unknown
- Door Locked / Out of Station
- Refused

Others

- Unclaimed
- No Such Address
- Insufficient Address
- Deceased

If undelivered, please return to :

**LINKIntime**

Link Intime India Pvt. Ltd.  
C-101, 247 Park, L.B.S. Marg, Vikhroli (West),  
Mumbai - 400 083.