



## RUCHI INFRASTRUCTURE LTD.

101, The Horizon, 1st Floor, Nath Mandir Road,  
11/5, South Tukoganj, Indore - 452 001 (M.P.)  
Tel. : 91-731-4755209, 4755227  
CIN - L65990MH1984PLC033878

To  
BSE Ltd.  
Phiroze Jeejeebhoy Tower,  
Dalal Street,  
Mumbai-400 001

Date: 1<sup>st</sup> June, 2023.

To  
National Stock Exchange of India Ltd.  
“Exchange Plaza”  
Bandra-Kurla Complex, Bandra (E)  
Mumbai-400 051

**Sub: Notice to concerned shareholders pursuant to SEBI Circular no. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16<sup>th</sup> March, 2023.**

**Ref: Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.**

Dear Sir/Madam,

This is in reference to above captioned subject, we would like to inform you that the Company have sent individual notices through Speed Post to concerned shareholders of the Company for mandatory furnishing of PAN, KYC and Nomination details etc. The necessary formalities and information to update the KYC details/Nomination, etc. have been also disseminated on website of the Company.

In terms of Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith copy of Notice uploaded on website of the Company and specimen copy of individual notices sent to the concerned shareholders.

Kindly do acknowledge a receipt hereof.

**Thanking you,**

**Yours faithfully,**

**For Ruchi Infrastructure Limited**

**Ashish Mehta**  
**Company Secretary**

**Encl: As above.**

# Ruchi Infrastructure Limited

CIN: L65990MH1984PLC033878

Regd. Office: 706, Tulsiani Chambers, Nariman Point, Mumbai - 400021  
Phone: 022-49712051, Email: [ruchiinfrasecretarial@ruchiinfrastructure.com](mailto:ruchiinfrasecretarial@ruchiinfrastructure.com)

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Dear Members,

As an ongoing measure to enhance the ease of doing business for investors, Securities and Exchange Board of India (SEBI) has mandated furnishing of PAN, KYC details and Nomination details by holders of physical securities.

It is always advisable to hold securities in demat form, apart from the fact that the equity shares of the Company can be transferred in demat form only. While holders of shares in physical form are advised to dematerialize their holdings, the holders of shares in dematerialized form are requested to update their KYC particulars with their respective Depository Participants.

All members holding equity shares of the Company in physical form must note that SEBI, as per circulars issued in November, 2021, December, 2021 and March, 2023 has mandated certain norms for the holders of shares in physical form.

**Following are the important points to be observed:-**

- A) From January 1, 2022, the RTAs shall not process any service requests or complaints received from the holder(s) /claimant(s), till PAN, KYC and Nomination documents/details are received from the members.
- B) It shall be mandatory for all holders of physical shares of the Company to furnish the following documents/details to the RTA;
  - a) PAN.
  - b) Nomination - Details of nomination details shall be furnished in hard copy or through electronic mode with e-signature through Form SH-13 as provided in the Rules 19 (1) of Companies (Shares capital and debenture) Rules, 2014. Otherwise, a 'Declaration to Opt-out', as per Form ISR-3 should be tendered to the Company.
  - c) Contact details - Postal address with PIN, Mobile number, E-mail address.
  - d) Bank account details (bank name and branch, bank account number, IFS code).
  - e) Specimen signature.
- C) **The folios wherein any one of the cited document/details is not available on or after 1<sup>st</sup> October, 2023, shall be frozen by the RTA.**
- D) Existing investors must also ensure to link their PAN with Aadhar number within time period as may specified by the Central Board of Direct Taxes (CBDT). **Currently, the due date for linking PAN with Aadhar is 30<sup>th</sup> June, 2023. The folios in which PANs is/are not validly linked till 30<sup>th</sup> June, 2023 or any other date for such linking, as may be specified by CBDT, shall also be frozen by the RTA.**

While the Company has from time to time directly intimated and is further intimating to its securities holders about folios, which are incomplete, all shareholders holding equity shares in physical form must note that Nomination and KYC are to be mandatorily updated, so as to continue to receive investor's related service from the RTA. Necessary Forms for nomination/KYC updation are available at the respective websites of the Company and its RTA, which should be used on need basis.

For further clarification and assistance, please do feel free to contact the Company at above mentioned address or its RTA, **Sarthak Global Limited**, 170/10, Film Colony, R.N.T. Marg, Indore-452001, Phone:0731-4279626, Email: [investors@sarthakglobal.com](mailto:investors@sarthakglobal.com).

Thanking you,  
Yours faithfully,

For Ruchi Infrastructure Limited

Ashish Mehta  
Company Secretary

# Ruchi Infrastructure Limited

Regd. Office: 706, Tulsiani Chambers, Nariman Point, Mumbai-400021  
Email: [ruchiinfrasecretarial@ruchiinfrastructure.com](mailto:ruchiinfrasecretarial@ruchiinfrastructure.com), Website: [www.ruchiinfrastructure.com](http://www.ruchiinfrastructure.com)  
Phone: 022-49712051 CIN: L65990MH1984PLC033878

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By Speed Post

To,

**Ref. Folio No.:**

## **IMPORTANT & URGENT NOTICE FOR YOUR IMMEDIATE ACTION**

Dear Shareholder,

### **Sub.: Reminder for Updation of KYC details, Nomination and valid PAN**

To enhance the ease of doing business for investors, Securities and Exchange Board of India (SEBI) has mandated furnishing of PAN, KYC details and Nomination details by holders of physical securities vide circulars issued in November, 2021, December, 2021 and March, 2023. Failing to update such particulars before 30<sup>th</sup> September, 2023, would lead to freezing of your holding of ..... equity shares of the Company held in physical form (Folio No. ....).

The necessary formalities and information to update the KYC details/Nomination, etc. have been disseminated on website of the Company (<http://www.ruchiinfrastructure.com/KYC.html>) from time to time and individual letters have also been sent to shareholders about folios which are incomplete in this regard.

We refer to our letter dated .....and again request you to submit following documents/particular to avoid freezing of your shareholding in the prescribed form specified hereunder:-

1. PAN.
2. Contact Details - Mobile Number and E-mail address.
3. Bank Account details (bank name and branch, bank account number, IFSC code).
4. Nomination - Details of nomination details shall be furnished in hard copy or through electronic mode with e-signature through Form SH-13 as provided in the Rule 19 (1) of Companies (Shares capital and debenture) Rules, 2014. Otherwise, a 'Declaration to Opt-out', as per Form ISR-3 should be tendered to the Company. You may submit any of the Forms SH-13 or ISR-3 duly filled to the Company/RTA.

**Relevant forms are attached herewith for your convenience and immediate actions. You are advised to immediately update the requisite details and also ensure to link your PAN with your Aadhar number.**

For any assistance, please do feel free to contact the Company at above mentioned address or its RTA, **Sarthak Global Limited**, 170/10, Film Colony, R.N.T. Marg, Indore – 452 001, Phone: 0731 - 2523545, Email: [investors@sarthakglobal.com](mailto:investors@sarthakglobal.com).

**Thanking you,  
Yours faithfully,  
For Ruchi Infrastructure Limited  
Sd/-**

**Company Secretary**

- Encl: (a) Form ISR 1: For updation in Bank details, Mobile Number and E-mail.  
(b) Form SH-13: for updation of nomination.  
(c) Form ISR-3: Declaration for opting out of nomination.