



GLITTEK GRANITES LTD

"Krishna", 7th Floor, 224, A.J.C. Bose Road, Kolkata - 700 017, India
Phone : 2287-7892, 2290-7902

10/05/2023

The officer,
The Stock Exchange, Mumbai
The Corporate Relation Department,
25th Floor,, New Trading Ring,
Rotunda Building, P.J.Towers
Dalal Street, Mumbai-400 001
Fax022 22722037/39/41/61
Security Code: 513528

Dear Sir,

Sub.: Intimation under Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 pertaining to Glittek Granites Limited ("the Company") Intimation to the Shareholders holding shares in Physical Form

We wish to inform you that in compliance with SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD1/P/CIR/2023/37 dated 16th March 2023 (hereinafter referred to as "the said Circular"), the Company has initiated dispatch of intimations to Shareholders holding securities of the Company in physical form.

A copy of the intimation being sent to the Shareholders is enclosed herewith. The forms prescribed as per the aforesaid Circulars for updation of various details of the shareholders is made available on the website of the Company at <https://glittek.com>.

Kindly, take the note of the same.

Thanking You,

Yours faithfully,
For Glittek Granites Limited

LATA BAGRI
(Company Secretary)

GLITTEK GRANITES LIMITED

CIN: L14102KA1990PLC023497

Plot No. 42, KIADB Industrial Area, Hoskote-562 114, Bangalore,

Ph: 91-80-7971565,7971896, E – mail: info@glittek.com

Website: www.glittek.com

Date, 10th May, 2023

Dear Shareholder(s),

Sub: Updation of PAN, KYC, Nomination, Bank Details, Linking of PAN with Aadhar, etc.

Ref: SEBI circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021

This is with reference to the SEBI circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 vide which SEBI has directed that the Listed Companies and their Registrar and Share Transfer Agents (RTA) to collect requisite documents for mandatory update of PAN, KYC details, Nomination details and also compulsory linking of PAN and Aadhar by all shareholders holding shares in physical form.

In this connection, SEBI has notified following forms for updation of the above stated details:

- i. Form ISR-1; Request for Registering PAN/KYC, Bank details or Changes/Updation thereof
- ii. Form ISR-2; Confirmation of Signature of Shareholders by the Banker
- iii. Form ISR-3; Declaration to Opt-out of Nomination
- iv. Form SH-13; Nomination Form
- v. Form SH-14; Change in Nomination
- vi. Form SH-14 and ISR-3; Cancellation of Nomination

Shareholder are requested to submit form ISR-1 for updating PAN and other KYC details with RTA of the Company and link the PAN with Aadhar with MCS Share Transfer Agent Limited (“RTA”). Linking of PAN with Aadhar has to be completed latest by March 31, 2022.

Shareholder shall furnish original cancelled cheque and banker’s attestation of the signature as per form ISR-2 with RTA.

Shareholder shall continue to use form SH-13 and SH-14 for declaration of nomination and change in nomination, respectively. However, in case Shareholder wants to opt-out of nomination, form ISR-3 shall be filed with RTA.

Please furnish your Mobile number and Email address to our RTA for records and in order to receive communications through electronic means.

Shareholder are requested to ensure that the above details are updated with the RTA before March 31, 2023, since folios for which above details are not available thereafter shall be frozen, as per the directive of SEBI. Therefore, in order to avoid freezing of your folios, the shareholders are requested to comply with the aforesaid procedure and send the requisite documents at the earliest.

At this juncture, we once again request the shareholders holding shares in physical form for getting their physical shares converted to demat at the earliest.

This information along with requisite forms is also available on the website of the Company <https://www.glittek.com/> .

Please note that after 31st December, 2025, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and/or Prevention of Money Laundering Act, 2002.

The aforementioned forms are required to be submitted to MCS Share Transfer Agent Limited, the Registrar and Share Transfer Agent at below mentioned address:

MCS Share Transfer Agent Limited
383 Lake Gardens, 1st Floor
Kolkata- 700045
Phone No. (033) 40724051-53
E-mail: mcssta@rediffmail.com

If you have already updated all the information stated above with Company/RTA, kindly ignore this letter.

Thanking you,

Yours faithfully
For Glittek Granites Limited

Lata Bagri
Company Secretary

Encl: As stated above