

RPL/CORP/SE  
June 23, 2023

The Listing Department,  
BSE Limited,  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400001  
Scrip Code: 517500

The Listing Department  
The National Stock Exchange of India Limited  
Exchange Plaza,  
Bandra Kurla Complex,  
Bandra (E), Mumbai – 400051  
Symbol: ROTO

Dear Sirs,

Sub.: **Intimation regarding letter sent to physical shareholders**

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the copy of letter, sent to the shareholders holding shares in physical form, requesting them to provide their demat account details to the Company or RCMC Share Registry Private Ltd (RTA) for purpose of crediting the bonus equity shares, as the Bonus equity shares shall be allotted in demat mode only.

This is for your information and dissemination please.

Thanking You,

Yours Faithfully  
For **ROTO PUMPS LTD.**

**ASHWANI K. VERMA**  
**COMPANY SECRETARY**

Encl.: A/a

**ROTO PUMPS LTD.**

**Regd. Off. & Global Headquarters:** 13, Roto House, Noida Special Economic Zone, Noida-201305, Uttar Pradesh, India  
**T:** +91 120 2567902-5 **F:** +91 120 2567911 ✉: [contact@rotopumps.com](mailto:contact@rotopumps.com)  
**CIN - L28991UP1975PLC004152** 🌐: [www.rotopumps.com](http://www.rotopumps.com)



B-25/1, First Floor,  
Okhla Industrial Area, Phase – II, New Delhi – 110 020  
Phone : 011-35020465,66 Mobile : 8527695125  
E-mail: [investor.services@rcmcdelhi.com](mailto:investor.services@rcmcdelhi.com)  
Website : <http://www.rcmcdelhi.com>  
CIN : U67120DL1950PTC001854

**Unit: ROTO PUMPS LIMITED**

**L/Folio:**

**22<sup>nd</sup> June,2023**

Dear Shareholders,

**Subject – Request to provide demat account details for the purpose of crediting the Bonus Shares**

This is with reference to the Postal Ballot Notice dated 23.05.2023 issued by the Roto Pumps Limited (“Company”) for seeking approval of the Members by way of Ordinary Resolution for Issue of Bonus Shares. In this regard, we wish to inform you that the Securities and Exchange Board of India (“SEBI”) vide its Circular No. SEBI/LAD-NRO/GN/2023/130 dated May 23, 2023 has amended the provisions of the Chapter XI- Bonus Issue of SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2018 and mandated that the allotment of shares in a Bonus issue shall be made only in dematerialized form.

In compliance with the above provisions, the Bonus Shares would be allotted to the shareholders in demat mode only. Accordingly, the shareholders holding the shares in physical mode are requested to provide their demat account number to the Company / to us so that their bonus shares are credited to their respective account. In this connection, the shareholders holding shares in physical mode are request to submit the following documents-

1. Request letter for credit of Bonus Share in Demat Account;
2. Form ISR-1;
3. Form ISR-4
4. Self-attested copy of PAN;
5. Self-attested copy of Adhaar/Any other Government Issued Address Proof; and
6. Client Master Listed duly attested by your Depository Participant.

Above forms can be downloaded from the website of the Company by clicking on the link : <https://www.rotopumps.com/kyc-updation/> or our website by clicking on the link : <http://www.rcmcdelhi.com/>

The above documents are required to be sent to the Company or us so that the same reached by 10th July, 2023. In case of non-receipt of the above documents to the Company or us by said date, the respective bonus shares shall be credited to a Suspense Escrow Demat Account or shall be dealt with as may be specified by the Stock Exchange or any other relevant Authority. Thereafter, the respective shareholders may claim their bonus shares from that Suspense Escrow Demat Account through us.

If you need any clarification/further information in the matter, you may please contact us at above stated address mentioning your Folio number and Company (unit) name.

Yours faithfully,

**For RCMC Share Registry Pvt. Ltd.**

**Sd/-**

**Authorized Signatory**

*This is computer-generated letter and hence requires no signature.*