

January 13, 2022

The Manager,  
Listing Department,  
National Stock Exchange of India Limited  
Exchange Plaza, C-1, Block G, Bandra – Kurla  
Complex, Bandra (East),  
Mumbai – 400 051

The Listing Department  
BSE Limited  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001

Symbol: SAREGAMA EQ

Scrip Code : 532163

Dear Sir(s)/ Madam,

**Sub: Intimation to Shareholders holding shares in physical mode.**

Pursuant to Regulation 30 and Part A of Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the letter being sent to the shareholders holding shares in physical mode in compliance with the SEBI Circular No. SEBI/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021.

The Company has informed the physical shareholders to furnish their Valid PAN, KYC and Nomination details to the Registrars and Transfer Agent of the Company i.e. MCS Share Transfer Agents Limited.

Kindly take the same on record.

Thanking You,

Yours Faithfully,  
For **SAREGAMA INDIA LIMITED**

**Vikram Mehra**  
**Managing Director**  
**DIN: 03556680**

# SAREGAMA INDIA LIMITED

CIN: L22213WB1946PLC014346  
33 JESSORE ROAD DUM DUM KOLKATA WB 700028 IN  
Ph: 033-30120151 / 25514773, Fax:033-25500817  
Email: [co.sec@saregama.com](mailto:co.sec@saregama.com); [saregama@rpsg.in](mailto:saregama@rpsg.in)  
Website: [www.saregama.com](http://www.saregama.com)

Ref No. SEBI/CIR/NOV-DEC-21

13<sup>th</sup> January, 2022

Dear Shareholder(s),

**Sub.: Furnishing of PAN, KYC details and Nomination by holders of physical securities**

**Ref.: SEBI Circular dated November 3, 2021**

Season's greetings from Saregama India Limited and we hope this communication finds you and your family in safe and good health.

You are aware that SEBI vide Circular no. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated 3<sup>rd</sup> November, 2021 has made mandatory for all holders of physical securities to-

1. furnish/ update valid PAN, email address, mobile number, Nomination and bank account details with specimen signature,
2. furnish service request along with PAN, Bank details and the nomination to the Registrar & Share Transfer Agent (RTA) of the Company. The Company's RTA shall w.e.f. 1<sup>st</sup> January, 2022 process any service requests or complaint of the Shareholder only upon registration / updation of PAN, KYC and Nomination details.

In view of the aforesaid regulatory requirements, shareholders holding shares in physical form are requested to furnish the following document/details immediately to the Company's RTA in the relevant forms, as mentioned below:

Sl. No.	Purpose	Form No.	Company website link for Form- web link
1.	Request for registering PAN, KYC Details, Bank Account Details or changes/updation thereof	ISR- 1	<a href="https://r.saregama.com/resources/pdf/investor/Form_ISR_1_SIL.pdf">https://r.saregama.com/resources/pdf/investor/Form_ISR_1_SIL.pdf</a>
2.	Confirmation of Signature of shareholder by the Banker (in case of major mismatch in the signature of the shareholder)	ISR-2	<a href="https://r.saregama.com/resources/pdf/investor/Form_ISR_2_p.pdf">https://r.saregama.com/resources/pdf/investor/Form_ISR_2_p.pdf</a>
3.	Registration of Nomination	SH-13	<a href="https://r.saregama.com/resources/pdf/investor/Form_No_SH_13_SIL.pdf">https://r.saregama.com/resources/pdf/investor/Form_No_SH_13_SIL.pdf</a>
4.	Change/Cancellation of Nomination	SH- 14	<a href="https://r.saregama.com/resources/pdf/investor/Form_No_SH_14_SIL.pdf">https://r.saregama.com/resources/pdf/investor/Form_No_SH_14_SIL.pdf</a>
5.	Declaration form for Opting-out of Nomination/ Cancellation of Nomination*	ISR-3	<a href="https://r.saregama.com/resources/pdf/investor/Form_ISR_3_SIL.pdf">https://r.saregama.com/resources/pdf/investor/Form_ISR_3_SIL.pdf</a>

\* Please use Form SH-14 and Form ISR-3 for cancellation of the existing nomination.

**Freezing of Folios without PAN, KYC details and Nomination:**

- a. Folios where PAN is/are not valid (Aadhaar linked) as on March 31, 2022 or any extended date then folios will be frozen.
- b. Folios wherein any one of the said document / details are not available on or after **April 01, 2023**, shall be frozen.
- c. The securities in the frozen folios are eligible to lodge grievance or avail service request from the RTA only after furnishing the complete documents / details as aforesaid. Further frozen folios are eligible for any payment including dividend, interest or redemption payment only through electronic mode and an intimation from the RTA to the holder that the aforesaid such payment is due and shall be made electronically upon complying with the requirements.
- d. **After December 31, 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.

Shareholders are requested to send all the required documents/ details duly signed to the Company's RTA i.e. MCS Share Transfer Agent Limited at 383, Lake Gardens, 1st Floor, Kolkata-700045 or email at [mcssta@rediffmail.com](mailto:mcssta@rediffmail.com).

Further, shareholders holding shares in physical form are also requested to ensure that their PAN is linked to Aadhar by 31<sup>st</sup> March, 2022 or any other date as may be specified by the Central Board of Direct Taxes, in order to avoid freezing of folio. Once PAN is linked to Aadhar, it will be considered as 'Valid PAN'.

We would also like to bring to your highlight that if an investor prefers to demat his securities then the above details will not be required to be submitted to RTA. But if an investor neither demat its securities or updates KYC before the due dates mentioned above then the above stated actions will be taken.

We would also like to bring to your kind attention that in case a shareholder fails to submit his PAN details then tax will be withheld at maximum rate as is prescribed by Income Tax Act, 1960 from time to time.

In case of any queries or assistance, you are requested to contact our RTA at the details provided below:

**MCS Share Transfer Agent Limited**

Unit: unit name  
383, Lake Gardens, 1<sup>st</sup> floor  
Kolkata 700045  
Email: [mcssta@rediffmail.com](mailto:mcssta@rediffmail.com)  
Phone No. 033-40724051/52

Thanking you,

Yours faithfully,  
For **Saregama India Limited**

**Vikram Mehra**  
**Managing Director**  
**DIN: 03556680**

**Note:** Please mention Folio number in all future communication.

**This is a Computer generated letter and does not require any signature**