



Genus Paper & Boards Ltd

(A Kailash Group Company)

CIN No : L21098UP2012PLC048300 PAN NO-AAECG5483A

Genus
energizing lives

July 7, 2018

BSE Limited (Corporate Relationship Department), 1 st Floor, P.J. Towers, Dalal Street, Fort, Mumbai - 400001 E-mail: corp.compliance@bseindia.com Scrip Code : 538961	National Stock Exchange of India Ltd. (Listing & Corporate Communications), Exchange Plaza, Plot no. C/1, G Block, Bandra-Kurla Complex, Bandra (E), Mumbai - 400 051. E-mail: cc_nse@nse.co.in Symbol : GENUSPAPER
--	--

Dear Sir/Madam,

Sub: A copy of Letter, sent to Shareholders for mandatory update of PAN and Bank Details against their shareholding

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, please find enclosed herewith a copy of letter (along with necessary annexure/form) sent to the shareholders on July 04, 2018 with regard to mandatory furnish the PAN and Bank details for update in the Shareholders' records with Company/RTA. In compliance with the SEBI Circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018.

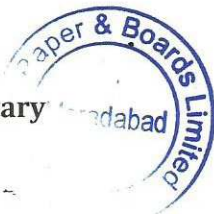
You are requested to kindly take the same on record.

Thanking You!

Yours truly,
For **Genus Paper & Boards Limited**

Anuj Ahluwalia

Anuj Ahluwalia
Company Secretary



Encl: as above



Genus Paper & Boards Ltd
(A Kailash Group Company)
CIN No: L21098UP2012PLC048300
PAN NO: AAECG5483A



FORM FOR FURNISHING PAN AND BANK DETAILS

IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

Sub: Mandatory update of PAN and Bank details against your share holding

Folio No.: 000329

Date: 29-06-2018

KANAK LATA SHUKLA
STATION ROAD RAIPUR

GOURI SHANKER SHUKLA
HARSH SHUKLA

Dear Shareholder(s),

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, shareholders whose ledger folios do not have/have incomplete details with respect to PAN and Bank Account particulars are mandatorily required to furnish these details to the Issuer Company/RTA for registration in the folio. As per our records, your folio needs to be updated with the PAN and Complete Bank Account details so that the investments held by you are in compliance with the aforementioned circular.

You are hence requested to submit the following documents within 21 days of receipt of this communication:

- Enclosed Form duly filled in and signed by all the shareholders.
- Self-Attested Copy of Pan Card of all the shareholders,
- Cancelled Cheque Leaf with Name (if name is not printed on cheque - self-attested copy of first page of pass book) of all the shareholders and
- Address Proof (self-attested copy of Aadhaar-Card of all the shareholders)

In case if you have any queries or need any assistance in this regard, please contact:

The Company Secretary
GENUS PAPER & BOARDS LIMITED
Village Ag hwanpur, Kanth Road,
Moradabad-244001 (Uttar Pradesh)
Tel.: 0591-251 11 71
Email-ID: cs@genuspaper.com
Website: www.genuspaper.com

Registrar & Share Transfer Agent
NICHE TECHNOLOGIES PVT. LTD.
D-511, Bagree Market, 5th Floor,
71, B.R.B. Basu Road, Kolkata - 700001
Phone: (033) 2234-3576, 2235-7270/7271
Email ID: nichetechpl@nichetechpl.com
Website: www.nichetechpl.com

Thanking you,

For and by order of the Board of Directors of,
Genus Paper & Boards Limited

Sd/-
(Anuj Ahluwalia)
Company Secretary

Corporate Office: D-116, bkhla Industrial Area, Phase-I, New Delhi-110 020, India
Ph.: +91-11-47114800, **Telefax:** +91-11-47114814

Read. Office & Works: Kanth Road, Aghwanpur, Moradabad-244001 (U.P.)
Ph.: +91-591-2511171, 09837075702/3, **Fax:** +91-591-2511242

To
NICHE TECHNOLOGIES PVT. LTD.
D-511, Bagree Market, 5th Floor
71, B.R.B. Basu Road, Kolkata -700 001

Dear Sir / Madam,

Unit: Genus Paper & Boards Ltd.

Folio No. :

I/we hereby furnish our folio details along with PAN and Bank Account details for update in your records.

I/we are enclosing herewith:

- 1) Self-attested copies of PAN Cards of all the Shareholder(s),
- 2) Original cancelled cheque leaf with name (if name is not printed on cheque - self attested copy of the first page of the pass book of the bank) and
- 3) Address Proof viz., Aadhaar Card of all the shareholder(s), duly self attested, as required for updation of the details:

Folio No.	
Address of the sole/first named shareholder as per the share certificate	
Mobile No.	
E-Mail ID	

Bank Account Details of Sole/First Shareholder: (for electronic credit of dividends)

Name of the Bank									
Name of the Branch									
Account Number (as appearing in your cheque book)									
Account Type (Please tick as applicable)	Saving	Current	Cash Credit						
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 Digit IFSC Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Name	PAN	Signature
First Holder			
Joint Holder1			
Joint Holder2			

Date:

Place:

NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.

REGISTERED POST / SPEED POST

Folio No. : 000329

Env No.: 5

KANAK LATA SHUKLA
STATION ROAD RAIPUR

If undelivered, please return to:

NICHE TECHNOLOGIES PVT. LTD.

(Registrar & Share Transfer Agent)

CIN: U74140WB1994PTC062636

Unit: Genus Paper & Boards Ltd.

D-511, Bagree Market, 5th Floor,
71, B.R.B. Basu Road, Kolkata - 700001

Phone: (033) 2234-3576, 2235-7270/7271

Email ID: nichetechpl@nichetechpl.com