

INTIMATION TO THE HOLDERS OF PHYSICAL SECURITIES**28/04/2023****Dear Shareholder,****Sub: Mandatory Furnishing of PAN, KYC details and Nomination by holders of physical securities**

Reg: Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination.

In terms of **SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March, 2023** issued by SEBI in this regard, it has been made mandatory for each holder of physical securities to furnish his/her PAN, address, email id, mobile number, bank account details, specimen signature and nomination to RTA or the Company. The Folios wherein any one of the aforesaid document/information is not available on 1st October, 2023 shall be frozen and such shareholder will not be eligible (i) to lodge grievance or avail service request from the RTA; and (ii) for receipt of dividend (only electronic payment to be made from 1st April, 2024).

Additionally, such shareholders are requested to ensure that their PAN is linked to Aadhar by 30th June, 2023 or any other date as may be notified by the Central Board of Direct Taxes to also avoid freezing of their folio(s).

In view of the above, shareholders holding shares in physical form are requested to furnish/update PAN, KYC details and Nomination immediately to the Company/RTA in the filled-in forms (as detailed below) to ensure that their folios are not frozen. All the required forms are available on Company's website www.martinburnltd.com as well as RTA website www.mdpl.in.

S. No.	Particulars	Form No.
1	Request for registering PAN, KYC details or changes / updation thereof	ISR – 1
2	Confirmation of Signature of securities holder by the Banker	ISR – 2
3	Registration of Nomination	SH – 13
4	Variation of Nomination, if any	SH – 14
5	Declaration Form for Opting-out of Nomination, if any	ISR – 3
6	Cancellation of Nomination, if any	SH-14
		ISR - 3

Please note that an early action from your end is suggested as SEBI has asked RTAs not to entertain any service request and the account will be frozen on 01/10/2023 as per above circular where the above details are not available.

The security holder(s) whose folio(s) have been frozen shall be eligible to lodge grievance or avail any service request from the RTA only after furnishing the complete documents / details as mentioned above and for any payment including dividend, interest or redemption payment in respect of such frozen folios, only through electronic mode with effect from April 01, 2024. An intimation shall be sent by the Company to the security holder that such payment is due and shall be made electronically only upon complying with the requirements stated above.

Address
Martin Burn House,
1st Floor, 1, R. N. Mukherjee Road,
Kolkata - 700 001

Contact
Tel: +91 33 4082 8282
CIN
L51109WB1946PLC013641

Web
info@martinburnltd.com
www.martinburnltd.com

Frozen folios shall be referred by the RTA / Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and/or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on December 31, 2025.

The RTA shall revert the frozen folios to normal status upon receipt of all the documents/details as stated above.

Kindly note the above and please feel free to contact our RTA for the further assistance:

**Maheshwari Datamatics Pvt. Ltd.,
Registrar & Share Transfer Agent**
23, R.N.Mukherjee Road, 5th Floor, Kolkata – 700001
Email: mdpldc@yahoo.com, Tele : 033 2248 2248.

Thanking you,

Yours faithfully,

For MARTIN BURN LIMITED

Kedar Nath Fatehpuria
(Chairman and Managing Director)