



USHA MARTIN LIMITED

CIN: L31400WB1986PLC091621

Registered Office: 2A, Shakespeare Sarani, Kolkata - 700 071, West Bengal, India

Phone: 033-71006300; Fax: 033-71006400

Email: investor@ushamartin.co.in | Website: www.ushamartin.com

Date: 08-05-2024

Dear Shareholder,

Sub: Non-submission of KYC against your physical holdings

Ref: SEBI circular dated 16th March 2023 (Master Circular dated 17.05.2023)

We draw your kind attention that SEBI, vide its circular dated November 03, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023 and November 17, 2023) mandated that the security holders (holding securities in physical form), whose folio(s) are not updated with KYC details (e.g. PAN; Choice of Nomination; Contact Details; Mobile Number; Bank Account Details and signature, if any) shall be eligible for payment of dividend, interest or redemption in respect of such folios **only through electronic mode** with effect from **April 01, 2024**. You may also refer to SEBI FAQs by accessing the link : https://www.sebi.gov.in/sebi_data/faqfiles/jan-2024/1704433843359.pdf (Refer specifically FAQ No 38 & 39)

Accordingly, as mandated vide captioned circulars, the dividend payable by the Company against your shareholding is liable to be withheld if the KYC details are not updated against your shareholding.

For the purpose of updation of KYC details in your folio, you are requested to send the details as per the formats specified below along with the supporting documents:

- a. Form ISR-1 duly filled in along with self-attested supporting documents for updation of KYC details
- b. Form ISR-2 duly filled in with bank's attestation of signature along with original cancelled cheque with your name(s) printed on the cheque leaf or self-attested copy of bank passbook/statement
- c. Form SH-13 for updation of Nomination for equity shares of Usha Martin Limited.

Investors can download the above-mentioned forms & SEBI circulars from the website of the company <https://ushamartin.com>>investor-relations>>investor-information>>others>>Physical Shareholders> and from the website of Kfin Technologies Limited <https://ris.kfintech.com/clientservices/isc/isrforms.aspx>

Please forward the duly executed Form alongwith self-attested KYC documents in any of the following modes to our RTA, M/s. KFin Technologies Limited (Unit:Usha Martin Limited), Selenium Tower-B", Plot No 31 & 32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad – 500 032, Telangana

- a. Through hard copies which should be self -attested and dated **OR**
- b. Through electronic mode, provided that they are sent through e-mail id of the shareholder registered with RTA. All documents should be electronically/digitally signed by the shareholder and in case of joint holders, should be electronically / digitally signed by first joint holder **OR**
- c. Through uploading on web-portal of our RTA, KFin Technologies Limited - <https://ris.kfintech.com>

Please treat this as our specific intimation for updation of KYC details as mandated vide SEBI Circular dated 16th March, 2023 (Master circular dated 17.05.2023).

Thanking you,

Yours faithfully,

For **Usha Martin Limited**

Sd/-

Shampa Ghosh Ray

Company Secretary