

# Arman Holdings Limited

CIN : L65993GJ1982PLC082961

Registered Office : Office No.106, Sanskruti AC Market, Parvat Godadara BRTS Road,  
Parvat Patia, Surat – 391050.

Tel : 9586006569. Email ID : armanholdingsltd@gmail.com. Website : www.armanholdings.in

Date: 26<sup>th</sup> November 2025

Dear Member(s)

## Sub.: Reminder to update KYC details and Nomination for holders of physical securities

**Ref.: SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated 7<sup>th</sup> May 2024, SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 Dated - 10<sup>th</sup> June, 2024 and further directives for furnishing PAN, KYC details and Nomination and to dematerialise physical shares.**

With reference to Securities and Exchange Board of India ("SEBI") Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/ 2024/37 dated 7<sup>th</sup> May, 2024 and SEBI Circular No. SEBI/HO/ MIRSD/POD-1/P/CIR/ 2024/81 dated 10<sup>th</sup> June, 2024, it is mandatory to furnish KYC (viz., PAN, bank account details, Email Id, mobile number, address with pin code, signature, Choice of Nomination, etc.) by the security holders holding securities in physical form.

Please note that PAN to be furnished by you must be linked with Aadhaar. In case the same is not so linked, you are requested to do the same immediately. In the event the PAN is not linked with Aadhaar, then the PAN will be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which no PAN has been furnished.

Upon reviewing our records, we note that you have not yet furnished the mandatory documents/ details against your holdings. To ensure compliance with the aforesaid circulars, we request you to kindly furnish the required details to our Registrars & Transfer Agent, ie., Adroit Corporate Services Private Limited, immediately by sending the duly signed documents.

Sr. No.	Particulars	Details to be furnished in
1	PAN	Form No. ISR-1
2	Postal Address with PIN Code	
3	Email address (mandatory for availing online services)	
4	Mobile number (mandatory in all cases)	
5	Demat account details	
6	Bank account details (bank and branch name, bank account number, IFS code)	
7	Specimen signature	
8	Nomination details	Form: SH-13 / SH-14 (As applicable)
9	Declaration to opt out nomination*	Form: ISR-3

\* In case you are opting out from giving nomination kindly, submit ISR-3 and SH-13 need not be submitted. In case you have already registered nomination, you can opt out of nomination through Form ISR-3 after cancelling his existing nomination, through Form SH-14.

Ensure to print and send the forms complete in all respect along with the required documents self attested by you, failing which no service request shall be entertained.

Kindly download the KYC forms from the Company's website at <https://www.armanholdings.in/Forms%20and%20Procedures.html> or from the RTA's website at : <https://www.adroitcorporate.com/RandTServices.aspx>

Note: As per SEBI Circular Dated June 10, 2024, related to Ease of Doing Investments - Non-submission of 'Choice of Nomination', shareholders holding shares in physical form shall be eligible for receipt of any payment including dividend, as well as to lodge grievance or avail any service request from the RTA even if choice of nomination' is not submitted by these shareholders.

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All existing shareholders are encouraged, in their own interest, to provide 'choice of nomination' for ensuring smooth transmission of securities held by them as well as to prevent accumulation of unclaimed assets in securities market.

Further, the SEBI (vide Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated July 2, 2025), opened a Special Window for a period of six months from July 7, 2025 till January 6, 2026 to facilitate re-lodgment of transfer requests of physical shares. This facility is available for Transfer Deeds lodged prior to April 1, 2019 and which were rejected, returned, or not attended to due to deficiencies in documents, process or otherwise. Shareholders who have missed the earlier deadline of March 31, 2021 are encouraged to take advantage of this opportunity by furnishing the necessary documents to the Company's Registrar & Transfer Agent ('RTA').

Further, the SEBI has also mandated that transfer/sale of the shares held in physical form shall not be processed unless the same are held in the dematerialised form. This implies that you will not be able to transfer/sale the Company's shares held in physical form. In view of this, we request you to dematerialise your shares at the earliest.

Please forward the duly filled documents along with the related proofs, as mentioned in the respective forms, to the following address:

Adroit Corporate Service Private Limited.  
18-20, Jaferbhoy Industrial Estate,  
1st Floor, Makwana Road, Marol Naka,  
Andheri (E), Mumbai – 400 059, Maharashtra, India  
Phone: 022 –4227 0400  
Fax: 022 – 28503748  
Email: info@adroitcorporate.com

**(From 10:00 a.m. to 5:00 p.m. on all working days)**

Your prompt attention to this matter is greatly appreciated. Should you require any assistance or clarification, please do not hesitate to contact us.

Please note that Forms ISR-1 and ISR-2 are mandatory and either of ISR-3 or SH-13 or SH-14 be filled as per your choice.

Looking forward for your co-operation in the matter.

Yours Sincerely,

For Arman Holdings Limited

Sd/-  
Drishti Singhal  
Company Secretary

N.B. – This is a computer-generated letter, does not require Signature