

Dear Shareholder

Folio No:
No. of Shares:

Sub: **Documents required from Investors holding shares in Physical mode**

Ref: **Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing Investor's service request.**

In line with the aforesaid circular from SEBI on Common and Simplified Norms for processing investor's service request by Registrar and Share Transfer Agent (RTA) and norms for furnishing PAN, KYC and Nomination details, we are requesting the Investors holding shares in physical mode, to furnish the following mandatory documents to our RTA:

- 1) Valid PAN including of Joint Shareholders duly linked with Aadhaar and KYC details.
- 2) Nomination (If shares are held in single name) with Specimen Signature and self attested Pan/Aadhaar card copy of Nominee.
- 3) Postal Address with Pin code, Email id and Mobile Number.
- 4) Bank Account details (Bank Name, Branch, Bank Account No, IFSC Code and MICR code) with a cancelled Cheque leaf.

Investors holding shares in physical mode are required to furnish all above details immediately on receipt of this letter, failing which all such physical folios shall stand frozen with effect from April 01, 2023, by the RTA of the Company. Wherever valid PAN is not linked with Aadhar Card as on the notified cut-off date of March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes (CBDT), such folios shall also be frozen with effect from April 01, 2022 or any other date as may be specified by CBDT.

Investors holding shares in the frozen folios shall be eligible to lodge the grievance or avail service request from the RTA only after furnishing the complete documents/details as listed above. Such investors will be eligible for payment of dividend, interest or redemption payment only through electronic mode only after furnishing the complete documents/details as listed above. It may also be noted that securities held in physical form which remain frozen till December 31, 2025 shall be referred by RTA and the Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.

DISA India Limited

Registered & Corporate Office:
6th Floor, S-604, World Trade Center (WTC), Brigade Gateway Campus, 26/1,
Dr Rajkumar Road, Malleswaram-Rajajinagar, Bangalore-560 055, Karnataka, India
T: +91 80 2249 6700 - 03 | F: +91 80 2249 6750 | E: bangalore@noricangroup.com
W: www.noricangroup.com
CIN: L85110KA1984PLC006116 | GST: 29AAACG5030F1ZY

Regional Sales:
New Delhi: delhi@noricangroup.com
Kolkata: kolkata@noricangroup.com
Pune: pune@noricangroup.com
Parts & Services: cdc.india@noricangroup.com

Manufacturing Facility:
Tumkur: No. 28-32, Satyamangala Industrial Area, Tumkur - 572104, Karnataka, India.
T: +91 816 6602000/01, E: tumkur@noricangroup.com
Hosakote: Plot no 50, KIADB Industrial Area, Hosakote - 562114, Karnataka, India.
T: +91 80 279171310/27971516, E: hosakote@noricangroup.com

Since, you are holding shares in physical form, you are requested to send us on priority duly completed forms as mentioned below along with self-attested copies of documents as mentioned in the respective forms, with date of attestation.

S.N.	Particulars	Copies of documents needed	Form to be filled
1.	PAN	Please provide	Form No. ISR-1
2.	Address	Please provide	
3.	Email address	Please provide	
4.	Mobile Number	Please provide	
5.	Bank account details	Please provide	
6.	Nomination details	Please provide	Form No. SH-13
7.	Specimen Signature	Please provide	Form No. ISR-2
8.	Declaration Form for opting-out of Nomination	<u>Please</u> provide only if nomination is not required	Form No. ISR-3
9.	Cancellation or Variation of Nomination	<u>Please</u> provide only if nomination to be cancelled or varied	Form No. SH-14 and Form ISR-3 (in case of cancellation of nomination)

Blank forms as above i.e., ISR-1, ISR-2, ISR-3, SH-13 and SH-14 may be downloaded from the website of RTA i.e., https://www.integratedindia.in/Corporate_Container.aspx?RTI/STA or from the website of the Company i.e., <https://www.disagroup.com/en-in/investor-relations/investor-grievances>.

The RTA might seek further documents/details based on regulatory requirements.

Kindly send the documents/details as mentioned above to the address of RTA. Address of RTA is as under:

**Mr. Harish, Manager, Integrated Registry Management Services Private Limited,
No.30, Ramana Residency, 4th Cross, Sampige Road,
Malleswaram, Bengaluru – 560003.
Phone Number: 080-23460815 to 818**

**Thanking you,
For DISA India Limited
Sd/-
G. Prasanna Bairy
Company Secretary**

DISA India Limited

Registered & Corporate Office:
6th Floor, S-604, World Trade Center (WTC), Brigade Gateway Campus, 26/1,
Dr Rajkumar Road, Malleswaram-Rajajinagar, Bangalore-560 055, Karnataka, India
T: +91 80 2249 6700 – 03 | F: +91 80 2249 6750 | E: bangalore@noricangroup.com
W: www.noricangroup.com
CIN: L85110KA1984PLC006116 | GST: 29AAACG5030F1ZV

Regional Sales:
New Delhi: delhi@noricangroup.com
Kolkata: kolkata@noricangroup.com
Pune: pune@noricangroup.com
Parts & Services: cdc.india@noricangroup.com

Manufacturing Facility:
Tumkur: No. 28-32, Satyamangala Industrial Area, Tumkur – 572104, Karnataka, India.
T: +91 816 6602000/01, E: tumkur@noricangroup.com
Hosakote: Plot no 50, KIADB Industrial Area, Hosakote – 562114, Karnataka, India.
T: +91 80 279171310/27971516, E: hosakote@noricangroup.com