



THE BOMBAY DYEING AND MANUFACTURING COMPANY LIMITED

[CIN: L17120MH1879PLC000037]

Registered Office: Neville House, J. N. Heredia Marg, Ballard Estate, Mumbai - 400001
Corporate Office: C-1, Wadia International Center, Pandurang Budhkar Marg, Worli, Mumbai - 400025
Email: grievance_redressal_cell@bombaydyeing.com Website: www.bombaydyeing.com
Phone: (91) (22) 6662 0000; Fax: (91) (22) 6619 3262

IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

Ref: BDML/PAN/2

Date : 10th September, 2018

Dear Shareholder(s),

**Sub.: (1) Mandatory updation of PAN and Bank details against your physical holding of shares in the Company.
(2) No physical transfers pursuant to SEBI - (Listing Obligations and Disclosure Requirements) Regulation, 2015 - ("LODR") notification.**

The Securities and Exchange Board of India has by its circular with reference No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018 and amended by its circular No: SEBI/HO/MIRSD/DOS3/CIR/P/2018/115 dated July 16, 2018 mandated that the companies through their Registrar and Transfer Agents ("RTA") take special efforts for collecting copies of PAN and bank account details for the security of the holders holding securities in physical form.

Those security holders whose folio(s) do not have complete details relating to their PAN and Bank Account, or where there is any change in the bank account details provided earlier, have to compulsorily furnish the details to RTA/ Company for registration /updation.

As per the records available with us, your folio needs to be updated with the PAN/Bank Account details. You are therefore requested to submit the following to update the records immediately on receipt of the letter to enable us to update the records.

ACTION REQUIRED FROM YOU

- Enclosed format duly filled in and signed by all the shareholders.
- Self-attested copy of Pan Card of all the holders of the security.
- Cancelled Cheque leaf with name (if name is not printed, self-attested copy of the pass book showing the name of the account holder) of the first holder.
- Address proof (self-attested Aadhaar-card) of the first holder.
- Any change in the name of the holders.

Members may please be informed that, pursuant to Amendment to Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 vide Gazette notification dated 8th June, 2018, has notified that with effect from 5th December, 2018, transfer of securities in physical form shall not be processed unless the securities are held in the dematerialized form with a depository. Hence investors are encouraged to demat their physical holding for any further transfer.

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

| | |
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| The Bombay Dyeing & Mfg. Co. Ltd. Secretarial Department, C-1, Wadia International Center, Pandurang Budhkar Marg, Worli, Mumbai - 400025. Tel.: 022-66620000 Email: grievance_redressal_cell@bombaydyeing.com Website: www.bombaydyeing.com | M/s Karvy Computershare Pvt. Ltd. Unit : The Bombay Dyeing & Mfg. Co. Ltd. Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500 032 Toll Free No.: 1800-3454-001 Email : einward.ris@karvy.com |
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Thanking you,

Yours faithfully,

For **The Bombay Dyeing & Mfg. Co. Ltd.**

Sd/-

Sanjive Arora
Company Secretary

FORMAT FOR FURNISHING THE PAN AND BANK DETAILS

Reference No: BDML/PAN/2



RX024687270IN

To
 Karvy Computershare Private Limited
 Karvy Selenium Tower B, Plot 31-32,
 Gachibowli, Financial District, Nanakramguda,
 Hyderabad - 500 032

Dear sir,

Unit: THE BOMBAY DYEING AND MANUFACTURING COMPANY LIMITED

I/ We furnish below our folio details along with PAN and Bank mandate details for updation and confirmation of doing the needful. I/we am/are enclosing the self-attested copies of PAN cards of all the shareholders, original cancelled cheque leaf, Bank pass book and address proof viz., Aadhaar card as required for updation of the details:

| | |
|--|--|
| Folio No. | |
| Address of the 1st named shareholder as per the share certificate | |
| Mobile No | |
| E-Mail id | |

| | | | | | | | | | |
|---|----------------------|--|--|-----------------------|--|--|---------------------------|--|--|
| Bank Account Details : (for electronic credit of unpaid dividends and all future dividends, if any) | | | | | | | | | |
| Name of the Bank | | | | | | | | | |
| Name of the Branch | | | | | | | | | |
| Account Number (as appearing in your cheque book) | | | | | | | | | |
| Account Type (Saving / Current / Cash Credit) | <u>Saving</u> | | | <u>Current</u> | | | <u>Cash Credit</u> | | |
| | | | | | | | | | |
| 9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification | | | | | | | | | |
| 11 Digit IFSC Code | | | | | | | | | |

| | | | |
|-----------------------|---------------|-------------|------------------|
| | PAN No | Name | Signature |
| FirstHolder : | | | |
| JointHolder1 : | | | |
| JointHolder2 : | | | |

Date:
Place:

NB: The above details will not be updated if the said documents are not attached and not duly signed by all the shareholder(s).