

**MODISON  
METALS LIMITED**

33 - Nariman Bhavan, 227 - Nariman Point,  
Mumbai - 400021 India  
T: +91-22-2202 6437 F: +91-22-2204 8009  
E: sales@modison.com W: www.modison.com  
Cin No.: L51900MH1983PLC029783



09-03-2022

Department of Corporate services  
BSE Limited  
Phiroze Jeeleebhoy Towers,  
Dalal Street, Mumbai — 400001  
Scrip Code: 506261

The Assistant Manager – Listing  
National Stock Exchange of India Ltd.  
Exchange Plaza, 5th floor  
Plot No. C/1, G Block  
Bandra – Kurla Complex  
Bandra (East), Mumbai – 400 051  
NSE SCRIP CODE: MODISNME

Name of the Company: Modison Metals Limited

Dear Sir/Madam,

**Sub: Intimation to Shareholders Holding Shares in Physical Mode for Updating Of Valid PAN, KYC and Nomination Details.**

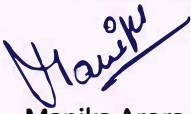
Pursuant to Regulation 30 and Part A of Schedule III of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the letter being sent to the shareholders holding shares in physical mode in compliance with the SEBI Circulars dated 3rd November, 2021 and 14th December, 2021. The Company has informed the physical shareholders to furnish their valid PAN, KYC and nomination details to the Registrars and Transfer Agent of the Company i.e., Freedom Registry Limited.

This is for your information and records.

Thanking You.

Yours Sincerely

For Modison Metals Limited



Manika Arora  
Company Secretary

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Name of the Sole / First Holder

Address

Second holder

Third holder

Folio No.

Unit Date: MODISON METALS LIMITED

Sub.: Furnishing of PAN, KYC details and Nomination by holders of physical securities

Ref.: Circ. No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021

Dear Shareholder,

Hope this communicate finds you in safe and good health. We thank you for your continued patronage as a share owner of the Company. SEBI has vide the captioned circular dated November 3, 2021, mandated:

- (I) Registering of details like PAN, email address, mobile number, bank account details, Signature and nomination by holders of physical securities; and
- (II) Folios wherein any one of the above cited document / details are not available on or after April 01, 2023, shall be frozen by the Share Transfer Agent of the Company (STA) and you will not be eligible to lodge grievance or avail service request from the STA and not eligible for receipt of dividend in physical mode.

We observe from our records that you have not furnished /updated complete details as mentioned above in point (I). Hence we request you to furnish the details/documents (Form No. ISR-1 & Form No. SH-13) to our office address mentioned at the end of this letter.

Kindly note that the folios in which PAN is/are not valid as on the notified cut off date i.e. March 31, 2022 or any other date as may be specified by CBDT shall be frozen by the Company.

Please also note that after December 31, 2025, the frozen folios shall be referred by STA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.

You may get in touch with our STA for any queries or assistance in this regard:

Freedom Registry Ltd  
Plot No.101, 19th Street,  
MIDC Area, Satpur,  
Nasik - 422007.

Thanking You,  
For MODISON METALS LIMITED  
Sd/-  
Manika Arora  
Company Secretary

KYC REQUEST FORM

To

Freedom Registry Ltd  
Plot No.101, 19th Street,  
MIDC Area, Satpur,  
Nasik - 422007

Date:     /     /

Folio No:  
No. of Shares:  
Status:RI

Dear Sir/Madam,

I/We, refer to the current status of the above-mentioned folio as provided by you in the following table:

Name of the Security holder (s)	PAN (A)	Specimen Signature (B)	Email ID (C)	Mobile No. (D)	Nominee Details (E)	PAN Aadhaar Link Status
-----						
-----						
-----						

**Bank Details:**

Name of the Bank	
Bank Account Number	
IFSC	

I /We are forwarding herewith Investor Service Request Form ISR-1 along with the required supporting KYC documents for updation.

Signature(s):

First Holder	Joint Holder- 1	Joint Holder-2	Joint Holder-3

# FORM ISR-1

(SEBI circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 03, 2021)

## REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

Date: \_\_\_ / \_\_\_ / \_\_\_\_

**A. I / We request you to Register / Change / Update the following (Tick  relevant box)**

<input type="checkbox"/> PAN	<input type="checkbox"/> Bank details	<input type="checkbox"/> Signature
<input type="checkbox"/> Mobile number	<input type="checkbox"/> E-mail Address	<input type="checkbox"/> Registered Address

**B. Security and KYC Details:** [to be filled in by the First Holder]

Name of the Issuer Company		Folio No.:
Name(s) of the Security holder(s) as per the Certificate(s)		1. 2.
Number & Face value of securities		
Distinctive number of securities (Optional)	From	To

**KYC Details:**

E mail address:	
Mobile No.:	

**C. I/We are submitting document's as per Table below (tick  as relevant, refer to the instructions):**

Name(s) of the security holder(s) as per PAN Copies of PAN of all Holder(s) duly self-attested with date to be enclosed with this form.	PAN	PAN linked to Aadhar Tick any one ( <input checked="" type="checkbox"/> )*
1.		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Note:** \*PAN shall be valid only if it is linked to Aadhar by March 31, 2022\* or any other date as may be specified by CBDT

**Bank Account Details of First Holder:**

Name of the Bank & Branch:	IFSC
Bank A/c No:	Tick any one ( <input checked="" type="checkbox"/> ) - Acct type <input type="checkbox"/> Savings <input type="checkbox"/> Current <input type="checkbox"/> NRO <input type="checkbox"/> NRE <input type="checkbox"/> Any other [                      ]

**Note:** Original cancelled Cheque leaf bearing the name of the first holder is mandatory, failing which first security holder shall submit copy of bank passbook/ statement attested by the Bank for registering the bank Account details.

Demat Account Number:	16 digit DP/CL [                      ]
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**Also provide Client Master List (CML) of your Demat Account, provided by the Depository Participant.**

**Authorization:** I / We authorise you (RTA) to update the above PAN and KYC details in my / our above folio (s) *use Separate Annexure if extra space is required* in which I / We are the holder(s) (strike off what is not applicable)

**Declaration:** All the above facts stated are true and correct.

	First Holder	Joint Holder-1	Joint Holder-2	Joint Holder-3
<u>Signature</u>				
<u>Name</u>				
<u>Address</u>				
<u>PIN</u>				

**Note:** If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as specified in point (3) overleaf.

I/We are submitting documents as per Table below (tick ✓ as relevant, refer to the instructions):



No.	✓	Document/Information/Details	Instruction/Remark
1.	<input type="checkbox"/>	PAN of (all) the (joint) holder(s)	PAN copies of all the holder(s) duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar by March 31, 2022, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2.	<input type="checkbox"/>	Demat Account Number	Provide Client Master List (CML) of your Demat Account, provided by the Depository Participant.
3.		Proof of Address of the first Holder	<p><b>Provide self-attested copy of any ONE of the documents, issued by a Govt. Authority, only if there is change in the address;</b></p> <p><input type="checkbox"/> Client Master List (CML) of your Demat Account, provided by the Depository Participant.</p> <p><input type="checkbox"/> Valid Passport/ Registered Lease or Sale Agreement of Residence/ Driving License/Flat Maintenance Bill*</p> <p><input type="checkbox"/> Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill - Not more than 3 months old.</p> <p><input type="checkbox"/> Identity card (with Photo) / document with address, issued by Central/State Government and its Departments, Statutory / Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Public Financial Institutions.</p> <p><input type="checkbox"/> For FII / sub account, Power of Attorney given by FII / sub- account to the Custodians (which are duly notarized and / or apostilled or consularised) that gives the registered address should be taken.</p> <p><input type="checkbox"/> The proof of address in the name of the spouse*</p> <p><b>* Kindly provide additional self-attested copy of Identity Proof of the holder/ Claimant.</b></p>
4.	<input type="checkbox"/>	Bank details	Provide the latest copy of the bank statement attested by the Bank with details of bank name, branch, account number and IFSC, Original cancelled cheque leaf bearing the name of first holder or Bank passbook. Alternatively, Bank details available in the CML as enclosed will be updated in the folio.
5.	<input type="checkbox"/>	E-mail address	As mentioned on Form ISR-1, alternatively the E-mail address available in the CML as enclosed will be updated in the folio.
6.	<input type="checkbox"/>	Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the CML as enclosed will be updated in the folio.
7.	<input type="checkbox"/>	Specimen Signature	Provide banker's attestation of the signature of the holder(s) as per Form ISR - 2 and Original cancelled cheque leaf bearing the name of the first holder.
8.		Nomination	<p><b>Submit Form(s) as per any ONE of the following options.</b></p> <p><input type="checkbox"/> SH-13 For First Time Nomination</p> <p><input type="checkbox"/> SH-14 For Change in Existing Nomination</p> <p><input type="checkbox"/> <b>SH-14 and ISR-3</b> For Cancellation of existing Nomination and to "Opt-Out"</p> <p><input type="checkbox"/> <b>ISR-3 To "OPT-OUT"</b> of Nomination or if No-Nomination is required</p>

Note: All the above forms are also available on the website of the RTA.

## Form ISR - 2

(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 by RTAs and norms for furnishing PAN, KYC details and Nomination)

### Confirmation of Signature of securities holder by the Banker

1. Bank Name and Branch	
2. Bank contact details Postal Address Phone number E-mail address	
3. Bank Account number	
4. Account opening date	
5. Account holder(s) name(s)	1) 2) 3)
6. Latest photograph of the account holder(s)	
7. Account holder(s) details as per Bank Records	
a) Address	
b) Phone number	
c) Email address	
d) Signature(s)	
Signature verified as recorded with the Bank	
Seal of the Bank	
	(Signature)
Place:	Name of the Bank Manager
	Employee Code
Date:	E-mail address

# Form ISR - 3

## Declaration Form for Opting-out of Nomination By holders of physical securities in Listed Companies

(SEBI 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 by RTAs and norms for furnishing PAN, KYC details and Nomination)

[Under Section 72 r/w Section 24 (1) (a) of Companies Act, 2013 r/w Section 11(1) and 11B of SEBI Act, 1992 and Clause C in Schedule VII and Regulation 101 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

Name of the Company:

Registered Address of the Company:

I / we the holder(s) of the securities particulars of which are given hereunder, *do not wish to nominate* any person(s) in whom shall vest, all the rights in respect of such securities in the event of my /our death.

PARTICULARS OF THE SECURITIES (in respect of which nomination is being opted out)

Nature of Securities	Folio No.	No. of Securities	Certificate No.	Distinctive No.

I/ we understand the issues involved in non-appointment of nominee(s) and further are aware that in case of my /our death, my/our legal heir(s) /representative(s) are required to furnish the requisite documents / details, including, Will or documents issued by the Court like Decree or Succession Certificate or Letter of Administration / Probate of Will or any other document as may be prescribed by the competent authority, for claiming my / our aforesaid securities.

Signature(s) as per Specimen recorded with the Company

	First Holder	Joint Holder-1	Joint Holder-2	Joint Holder-3
Signature				
Name				

Witness Details:

Name and Address of Witness	Signature
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# Form ISR-4

(Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated January 25, 2022 on Issuance of Securities in dematerialized form in case of Investor Service Requests)  
**Request for issue of Duplicate Certificate and other Service Requests**  
(For Securities - Shares / Debentures / Bonds, etc., held in physical form)

Date: \_\_\_ / \_\_\_ / \_\_\_\_

**A. Mandatory Documents / details required for processing all service request:**

I / We are submitting the following documents / details and undertake to request the Depository Participant to dematerialize my / our securities within 120 days from the date of issuance of Letter of Confirmation, received from the RTA/Issuer Company (tick  as relevant, refer to the instructions):

- Demat Account No. (If available):  
Provide Client Master List (CML) of your Demat Account from the Depository Participant\*
- Provide the following details, if they are not already available with the RTA (see SEBI circular dated November 03, 2021 in this regard)

PAN	Specimen Signature
Nomination / Declaration to Opt-out	

\*(Your address, e-mail address, mobile number and bank details shall be updated in your folio from the information available in your CML). You can authorize the RTA to update the above details for all your folios. In this regard, please refer to and use Form ISR-1 in SEBI circular dated November 03, 2021.

**B. I / We request you for the following (tick  relevant box)**

<input type="checkbox"/> Issue of Duplicate certificate	<input type="checkbox"/> Claim from Unclaimed Suspense Account
<input type="checkbox"/> Replacement / Renewal / Exchange of securities certificate	<input type="checkbox"/> Endorsement
<input type="checkbox"/> Sub-division / Splitting of securities certificate	<input type="checkbox"/> Consolidation of Folios
<input type="checkbox"/> Consolidation of Securities certificate	<input type="checkbox"/> Transmission
<input type="checkbox"/> Transposition ( <i>Mention the new order of holders here</i> )	

**C. I / We are enclosing certificate(s) as detailed below\*\*:**

Name of the Issuer Company	
Folio Number	
Name(s) of the security holder(s) as per the certificate(s)	1. 2. 3.
Certificate numbers	
Distinctive numbers	
Number & Face value of securities	

\*\* Wherever applicable / whichever details are available



**D. Document / details required for specific service request:**

- I. Duplicate securities certificate
- II. Claim from Unclaimed Suspense Account

Securities claimed	(in numbers) (in words)
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- III. Replacement / Renewal / Exchange of securities certificate  
(that is defaced, mutilated, torn, decrepit, worn out or where the page on the reverse is fully utilized)
- IV. Endorsement
- V. Sub-division / Splitting of securities certificate
- VI. Consolidation of securities certificate/Folios
- VII. Transmission
- VIII. Transposition

*Provide / attach original securities certificate(s) for request for item numbers III to VIII above.*

**Declaration:** All the above facts stated are true and correct to best of my / our knowledge and belief.

	First Holder	Joint Holder-1	Joint Holder-2	Joint Holder-3
Signature				
Name				

After processing the service request, the RTA shall issue a 'Letter of Confirmation' to the securities holder/claimant, which is valid only for 120 days. Using this 'Letter of Confirmation', the securities holder/claimant shall request the DP to dematerialize the securities, failing which the securities shall be credited to the Suspense Escrow Demat Account of the Company.

**Form No. SH-13**

**Nomination Form**

***[Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014]***

To

Name of the company:

Address of the company:

I/We ..... the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following persons in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being made)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) PARTICULARS OF NOMINEE/S —

(a) Name:

(b) Date of Birth:

(c) Father's/Mother's/Spouse's name:

(d) Occupation:

(e) Nationality:

(f) Address:

(g) E-mail id:

(h) Relationship with the security holder:

(3) IN CASE NOMINEE IS A MINOR--

(a) Date of birth:

(b) Date of attaining majority

(c) Name of guardian:

(d) Address of guardian:

Name:

Address:

Name of the Security

Holder (s)

Signature

Witness with  
name and address

**Form No. SH-14**

**Cancellation or Variation of Nomination**

**[Pursuant to sub-section (3) of section 72 of the Companies Act, 2013 and rule 19(9) of the Companies (Share Capital and Debentures) Rules 2014]**

Name of the company:

I/We hereby cancel the nomination(s) made by me/us in favor of.....(name and address of the nominee) in respect of the below mentioned securities.

or

I/We hereby nominate the following person in place of ..... as nominee in respect of the below mentioned securities in whom shall vest all rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being cancelled / varied )

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) (a) PARTICULARS OF THE NEW NOMINEE:

- i. Name:
- ii. Date of Birth:
- iii. Father's/Mother's/Spouse's name:
- iv. Nationality:
- v. Address:
- vi. E-mail id:

vii. Relationship with the Security holder:

(b) IN CASE NEW NOMINEE IS A MINOR--

i. Date of Birth:

ii. Date of attaining majority

iii. Name of guardian:

iv. Address of guardian:

Signature

Name of the Security

Holder (s)

Witness with name and address