

CYIENT LIMITED

CIN : L72200TG1991PLC013134

4th Floor, 'A' Wing, Plot No. 11, Software Units Layout,
Infocity, Madhapur, Hyderabad – 500 081.

Ph: 040 - 67641322, Email: company.secretary@cyient.com

Website: www.cyient.com

Reference No:

Date:

Name of the Sole / First Holder :

Address :

Dear Shareholder,

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

Ref.: SEBI Circular dated November 3, 2021

Season's greetings from Cyient Limited and we hope this communication finds you and your family in safe and good health.

You are aware that SEBI vide the captioned circular dated November 3, 2021, mandated:

- a. furnishing of PAN, email address, mobile number, bank account details and nomination by holders of physical securities,
- b. any service request shall be entertained only upon registration of the PAN, Bank details and the nomination,
- c. to ensure that your PAN linked to Aadhaar by March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of your folio.

We observe from our records that you have not furnished some of the mandatory documents/details as per the records. We request you to furnish the documents/details, as per the table below, to the Registrars & Transfer Agents, M/s KFin Technologies Private Limited immediately on receipt of this letter.

#	Particulars	Please furnish details in
1	PAN*	Form No. ISR-1
2	Address	
3	Email address	
4	Mobile Number	
5	Demat account details	
6	Bank account details	
7	Nomination details	Form:SH-13

8	Declaration to opt out nomination	Form :ISR-3
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The aforesaid forms can also be downloaded from the website of the Company and RTA at: www.cyinet.com and www.kfintech.com.

Freezing of Folios without PAN, KYC details and Nomination:

- a. Folios wherein any one of the said document / details are not available **on or after April 01, 2023**, shall be frozen and you will not be eligible to lodge grievance or avail service request from the RTA and not eligible for receipt of dividend in physical mode.
- b. **After December 31, 2025**, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.

You are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

KFin Technologies Private Limited,

Unit: Cyient Limited

Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda,
Hyderabad – 500 032

E-mail: inward.ris@kfintech.com & company.secretary@cyient.com

Thanking you,

Yours faithfully,

For **Cyient Limited**

Ravi Kumar Nukala

Dy. Company Secretary

Encl : as above

This communication is computer generated and hence does not require signature.