

Dear Shareholder,

Subject: Reminder to update KYC details pursuant to SEBI Circular bearing reference nos. SEBI/HO/MIRSD/POD-1/P/CIR/2023/181 dated November 17, 2023 & SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023 /37 dated March 16, 2023 (now rescinded due to issuance of Master Circular dated May 17, 2023)

We refer to the above circulars issued by SEBI that mandate all the Listed Companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Choice of Nomination of holders of physical securities. Email ID is optional, however, the security holders are requested to register email id also to avail online services. **This is applicable for all security holders holding shares in physical mode.**

The salient features and requirements of the circular are as follows:

- A) In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend / interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.
- B) If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends / interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

In view of the above, we request you to submit at the earliest the KYC Form printed overleaf and Form ISR-1 duly signed along with the required supporting documents, as applicable.

The formats for registering Choice of Nomination and Updation of KYC details viz. Forms ISR-1, ISR-2, ISR-3, SH-13, SH-14 and SEBI circulars are available on our website as mentioned below. Forms ISR-1, ISR-2, ISR-3 are also attached herewith.

<https://www.linkintime.co.in> → Resources → Downloads → KYC → Formats for KYC.

You may use any ONE of the following modes for submission:

- 1. **In Person Verification (IPV):** by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s). Please note the registered shareholder(s) has to visit the office of the RTA for IPV and not his / her representative.
- 2. **In hard copy:** by furnishing self-attested photocopy(ies) of the relevant document, with date.
- 3. **With e-sign:**
 - (a) In case your email id is already registered with us, you may send the scanned copies of your KYC documents with additionally **e-sign** affixed on the documents at our dedicated email-id: kyc1@linkintime.co.in Kindly mention the email subject line as **"KYC Updation - (Company Name) - Folio No : _____"**.
 - (b) Investors can also upload KYC documents with additionally **e-sign affixed on the documents** on our website <https://www.linkintime.co.in> → Resources → Downloads → KYC → Formats for KYC.

E-Sign is an integrated service, which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-sign user. You may approach any of the empanelled e-sign service providers available on <https://cca.gov.in/> for the purpose of obtaining e-sign.

We would request you to comply with the above requirements at the earliest, which would ensure credit of dividend amount to your bank account in time by the Issuer Company.

Yours faithfully,
For Link Intime India Pvt. Ltd.

Investor Services Section

KYC FORM

To
Link Intime India Private Limited
C-101, 247 Park, L.B.S.Marg, Vikhroli (West), Mumbai - 400083.
Unit: Ingersoll-Rand (India) Limited

Date : / /
Folio No : ISS0011096
No. of Shares : 2
Category : PL
Status : RI
Serial No : 88254-CT961

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 (Mandatory)	Specimen Signature (Mandatory)	Email ID (Optional)*	Mobile No. (Mandatory)	Nominee Details (Mandatory)
	(A)	(B)	(C)	(D)	(E)
SARLA AZAD BHARTI	Required	Registered	Optional	Required	Required
SUBHASH CHANDER AZAD	Required	Registered	Not Applicable	Not Applicable	Not Applicable

*Email ID even though Optional, security holders are requested to register email ID also to avail online services.

Bank Details*:

Name of the Bank					
Bank Account Number	Required				
IFSC		MICR No:			

* Original cancelled cheque leaf stating the name of the first named account holder is attached

I/We, are enclosing 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
SARLA AZAD BHARTI	SUBHASH CHANDER AZAD	-----	-----



Postal No : 1

Serial No: 88254-CT961

Mr/Mrs SARLA AZAD BHARTI
3127 B SECTOR 39D
CHANDIGARH

City - 0 PIN - 0

Unit Name : Ingersoll-Rand (India) Limited

Print Date: 07-05-2024