

## ROSELABS FINANCE LIMITED

**Registered Office:** 401, Akshat Complex, Nr. Parshwa Complex, Bodakdev, Gandhi Nagar Sarkhej Highway, Ahmedabad – 380 015,  
India: **CIN:** L67120GJ1995PLC024070: **Website:** www.roselabsfinancelimited.in, **e-mail:** roselabsfinance@lodhagroup.com •  
**Phone:** 91 22 23014400 • **Fax:** 91 22 23024550

Folio No. / DP ID-Client ID:

Name:

Address:

Joint-holders(s):

**Sub: Intimation for updation of Shareholders' details in the records of the Company and for Dematerialization of the shares and consolidation of multiple folios.**

Dear Sir/Madam,

We find from our records that you hold shares in our Company in the physical mode.

In this regard, we would like to bring to your kind attention, the following -

### **Updating Bank Mandate, PAN, and contact details**

In accordance with the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018, we request you to kindly fill up the enclosed form with your bank account details and your contact details, sign the form and arrange to dispatch the same within 21 days of the receipt of this letter, directly to our RTA, viz M/s Link Intime India Private Limited (**UNIT: Roselabs Finance Limited**) C101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai - 400 083 Tel No: 022- 4918 6000 **or send scanned copy by Email at [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in), followed by original at the above address. Furnishing of bank details & PAN Number are mandatory.**

### **Please also provide to us with:**

- 1) a copy of the PAN card of the shareholders (including joint holders) **duly self attested** and
- 2) original cancelled cheque leaf /attested bank passbook showing name of account holder for the above account.

**Securities holders who are unable to respond to this notice and provide PAN and bank details within 180 days of the SEBI circular or have informed that the securities available in their name as per the records of RTA does not belong to them, shall be subject to enhanced due diligence by the Company.**

### **Dematerialization of Shares and Consolidation of multiple Folios**

SEBI vide its Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8<sup>th</sup> June 2018 followed by BSE Notification dated 5th July, 2018 has **mandated** that the securities of listed companies can be transferred (except in case of transmission or transposition of securities) only in dematerialized form from a **cut-off date (i.e., 5<sup>th</sup> December, 2018 onwards)**. In view of the above and to avail various benefits of dematerialization, members are advised to dematerialize shares held by them in physical form before the cut-off date.

Your kind co-operation in this matter is solicited.

Yours faithfully,

For ROSELABS FINANCE LIMITED

**UMA HIREMATH**

Company Secretary and Compliance Officer

**FORM FOR UPDATION OF RECORDS**

**Roselabs Finance Limited**

401, Akshat Complex, Nr. Parshwa Complex,  
 Bodakdev, Gandhi Nagar Sarkhej Highway,  
 Ahmedabad – 380 015, India

Dear Sir(s),

**Sub.: Updation of Permanent Account Number (PAN) and bank account details**

This has reference to circular no. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 issued by the Securities and Exchange Board of India (SEBI), regarding mandatory updation of Permanent Account Number (PAN) and bank account details.

I / we furnish the following information for your reference and record:

Folio Number

**A. Bank account details**

Mobile no. of the sole / first holder

E-mail ID.

Name of bank

Branch name

Branch address  
with PIN code

Account Number

(as appearing in the cheque leaf)

Account type        **Saving**         **Current**

Please place a tick mark (✓) in the appropriate box

9 Digit Code No. of Bank / Branch as appearing on MICR cheque issued by the bank

(9 Digit Code Number appearing on the MICR Bank of the Cheque supplied by the bank)

Please attach original cancelled cheque leaf with names of shareholders / bank passbook showing names of shareholders, duly attested by an authorised bank official.

11 Digit Indian Financial System Code (IFSC)

**B. Permanent Account Number (PAN) details**

(Sole / First Holder)

(Second Holder)

(Third Holder)

I / We confirm that whatever stated hereinabove is true and correct and that the documents being furnished by me / us are valid and in force and may be used by Link Intime India Private Limited to update records of all companies as mentioned in this letter and for all communication and disbursement of any dividend in future.

(Sole / First Holder)  
Signature

(Second Holder)  
Signature

(Third Holder)  
Signature

Encl. : As above

Date :

Place :