

# MITSHI INDIA LIMITED

Registered Office: - 2, Juhu Aradhana CHS Ltd., Juhu Lane, Mumbai 400 058. Phone.- 022-26707500 49724338  
CIN:-U91100MH1990PLC057373 Website: www.mitshi.in - Email:-contacts@mitshi.in

Dear Share Holder,

Date:- 24/8/2018

Sub: - Mandatory update of PAN & Bank Details

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 Dated 20<sup>th</sup> April 2018 shareholders holding shares in Physical form whose folio do not have / have incomplete details with respect to PAN & Bank particulars are mandatorily required to furnish the PAN & Bank Details to the company / Registrar & Transfer agent (RTA) for registration under their folio.

As per the records of the company / RTA your folio needs to be update with PAN & complete bank account Details.

Hence you are requested to submit the following document within 21 Days of Receipt of this communication

- The form which has been provided overleaf of this letter dully filled in and signs by all the shareholders.
- Self-attested copy of PAN card of the shareholder (Including joint holders)
- Originally cancelled cheque lead with the Name of First / sole shareholder printed on it & in absence of personalized cheque copy of bank passbook showing Bank name & account details of the account holder attested by Bank.
- Address proof (self-attested copy of Aadhar card/ Voter id / electricity bill /telephone bill)

In case if you have any queries or need ant assistance in this record, please contact us at the following address;

## ADROIT CORPORATE SERVICES PVT LTD

17/20,JAFERBHOY INDUSTRIAL ESTATE , 1<sup>ST</sup> FLOOR, MAKWANA ROAD,MAROL,ANDHERI EAST,MUMBAI 400059

EMAIL :- [prafuls@adroitcorporate.com](mailto:prafuls@adroitcorporate.com) / [contacts@mitshi.in](mailto:contacts@mitshi.in)

On receipt of the above document we will update the same in our records.

Thanking You,

Yours faithfully,

For MITSHI INDIA LTD

Authorized Signatory



Encl: as above

- 1) Important information in terms of SEBI Gazette Notification Dated June 08, 2018. Shares in physical form will not be transferred after December 05, 2018. Hence in your interest it is advised to get your shares converted into Demat form at the earliest.
- 2) Please convert you Physical Share in to DMat on or before 31/12/2018 as per SEBI guidelines it is compulsory to act by SHARE HOLDER