



JTEKT INDIA LIMITED

12th July, 2024

The BSE Limited
Department of Corporate Services
Floor 1, New Trading Ring
Rotunda Building. P.J. Towers
Dalal Street, Fort
Mumbai 400 001.
Scrip Code - 520057

National Stock Exchange of India Ltd.
Exchange Plaza, 5th Floor,
Plot No. C/1, G Block
Bandra – Kurla Complex
Bandra (E)
Mumbai 400 051.
Symbol – JTEKTINDIA

Sub: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015

Re : Letter / E-mail to shareholders intimating about updation of KYC.

Dear Sir(s),

Please find enclosed a specimen of the letter / e-mail which has been sent on July 11, 2024, to the members, intimating about updation of KYC / bank details, to enable the Company to remit the dividend to them for FY 2023-24, if approved by the members of the Company at the ensuing Annual General Meeting.

This is for your information and further dissemination

Thanking you,

Yours faithfully,
For **JTEKT India Limited**

Saurabh Agrawal
Company Secretary

Regd.Office : UGF-6, Indra Prakash, 21, Barakhamba Road, New Delhi – 110 001, India.
Tel : +91 11 23311924 / 2332 7205
CIN : L29113DL1984PLC018415, Website : www.jtekt.co.in
Email : investorgrievance@jtekt.co.in

Works : 38/6, Delhi-Jaipur Road, NH-48. Gurugram – 122 001, Haryana, India.
Tel : +91 124 468 5000



JTEKT India Limited

[CIN - L29113DL1984PLC018415]

Regd. Office : UGF-6, Indraprakash, 21, Barakhamba Road, New Delhi 110001.

Tel.No.: 011-23311924, 23327205;

Email: Investorgrievance@jtekt.co.in Website: www.jtekt.co.in

Date: June 28th, 2024

Subject : Reminder to update KYC details.

Dear Sir / Madam,

Folio No:

In an effort to protect the interest of investors, SEBI vide its circular dated November 3, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023, September 26, 2023 and November 17, 2023) mandated that the security holders (holding securities in physical mode), who have not updated their PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature, shall be eligible for any payment including dividend, interest or redemption in respect of such folios, **only through electronic mode with effect from April 1, 2024** and has prescribed the common and simplified for processing service request of investors by Registrar & Transfer Agents (RTA).

In accordance with the aforesaid circulars, it has been made mandatory for all the shareholders having securities in physical form to furnish / update the following details / self-attested documents on priority to KFin Technologies Limited, RTA of the Company:

- a) Permanent Account Number (PAN)
PAN furnished should be linked to Aadhaar. In case the same is not linked on or before June 30, 2023 or any other date as may be specified by the Central Board of Direct Taxes, your PAN shall be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which PAN has not been furnished.
- b) Nomination
- c) Contact Details (Postal Address with Pin code, Mobile Number and E-mail Address)
- d) Bank Account Details (Bank name and branch, Account number, IFSC, MICR Code along with Cancelled Cheque Leaf)
- e) Specimen Signature

Effective January 1, 2024, the RTAs will not process any service requests or complaints received from the holder(s)/ claimant(s), unless PAN, KYC and Nomination details are updated. In the event of failure to update the details, please note that:

- Such folio(s) shall not be eligible to lodge grievance(s) or avail any service request from the RTA unless and until the above-mentioned details are updated.
- With effect from April 1, 2024, any payment including dividend, interest or redemption payment in respect of such folios, shall be made only through electronic mode.

Shareholders of the Company holding shares in physical mode are, therefore, requested to furnish / update their PAN / KYC / Nomination details, if not done earlier, with the RTA of the Company by using the relevant forms as mentioned herein below:

Description of the Form	Form No.
For Registration of PAN and KYC Updat	ISR-1
Confirmation of Signature of securities holder by the Banker	ISR-2
Declaration Form for Opting out of Nomination	ISR-3
Nomination Form	SH-13
For Cancellation or Variation of Nomination	SH-14

For the purpose of updation of KYC details against your folio, you are requested to send the details to our RTA, M/s. KFin Technologies Limited (Unit : JTEKT India Limited), Selenium Tower-B", Plot No 31 & 32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad – 500 032, Telangana

- a) Through hard copies which should be self-attested and dated. OR
- b) Through electronic mode, provided that they are sent through E-mail id of the holder registered with RTA and all documents should be electronically/digitally signed by the Shareholder and in case of joint holders, by first joint holder. OR
- c) Through web- portal of our RTA KFin Technologies Limited - <https://ris.kfintech.com>

The formats of KYC Forms viz: ISR-1, ISR-2, ISR-3, SH-13, SH-14 are available on our website of RTA as well as the Company, as mentioned below:
RTA - <https://ris.kfintech.com/clientservices/isc/isrforms.aspx> Company - <https://www.jtekt.co.in/KYC-Updation-Documents.aspx>

SEBI further clarified that for availing services like issue of duplicate securities certificate, replacement / renewal / exchange, consolidated, subdivision / splitting of securities certificate, endorsement, consolidation of folios, change in the name of holder and claim from Unclaimed Suspense Account & Suspense Escrow demat Account, the request is to be made by the shareholder in Form ISR-4.

We urge all shareholders who have not yet dematerialized their shares yet, to get their shares dematerialized at the earliest.

Please note that if you fail to provide required KYC details & Forms, the dividend amount shall be kept on hold, since companies are advised not to issue dividend in the physical form (Warrants, DDs). Security holders would receive all the dividends declared during the period from (April 1, 2024, till date of updation) pertaining to the securities held after the said updation automatically.

Since, the dividend for the year ended 31st March, 2024, if declared, by the shareholders of the Company at the forthcoming Annual General Meeting, the same shall not be paid to you, till the time your Folio Number is not KYC compliant. You are, therefore, requested to complete the KYC at the earliest to avoid any future restrictions.

Thanking you,

Yours faithfully,

For **JTEKT India Limited**

Saurabh Agrawal
Company Secretary