



**POLYLINK POLYMERS
(INDIA) LIMITED**

CIN NO: L17299GJ1993PLC032905
AN IS/ISO : 9001 : 2015 COMPANY

Head Office :

506, Saffron Building, Near Center Point,
Ambawadi, Ahmedabad - 380 006.
Phone : 079-26427800, 26565200
Tele Fax : 91-79-26421864
E-mail : polylink@polylinkpolymers.com
Website : www.polylinkpolymers.com

Registered Office (Works) :

Block No. 229-230, Vill - Valthera,
Dholka-Bagodara Highway,
Taluka-Dholka,
Dist.-Ahmedabad-382225

Date: **September 06, 2024**

To,
Corporate Relationship Department,
Bombay Stock Exchange,
1st Floor, New Trading Ring,
Rotunda Building, P.J. Towers,
Dalal Street,
Mumbai - 400 001

Scrip Code - 531454

**Sub: Communication sent to shareholders holding shares in physical mode pending
KYC compliance**

Dear Sir/Madam,

Pursuant to SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 07, 2024, read with circular dated November 03, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023, and November 17, 2023), please find enclosed herewith communication sent to shareholders who are holding shares in physical mode and tagged as 'Non-KYC Compliant', requesting them to update their PAN, contact details (Postal Address with PIN, Mobile Number), KYC, Nomination details, Bank account details and specimen signature, by submitting the relevant documents. This is pursuant to the provisions of the said circular, more specifically para 19 thereof.

The same is also being made available on the website of the Company at www.polylinkpolymers.com. It is requested to take note of the same and disseminate appropriately.

Thanking you,

Yours faithfully,
FOR, POLYLINK POLYMERS (INDIA) LIMITED

**DILIPKUMAR NIKHARE
COMPANY SECRETARY & COMPLIANCE OFFICER**

Encl: As above



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Dear Shareholder(s),

SUB: MANDATORY FURNISHING OF PAN, KYC AND NOMINATION DETAILS BY HOLDERS OF PHYSICAL SECURITIES

This is to bring to your notice that SEBI, vide its circular dated November 03, 2021 (*subsequently amended by circulars dated December 14, 2021, March 16, 2023, and November 17, 2023*) mandated that the security holders (holding securities in physical form) are required to update all the below details:

- a) PAN
- b) Choice of Nomination (either opt-in or opt-out)
- c) Contact Details: Postal Address with PIN and Mobile Number
- d) Bank Account Details (Bank and Branch name, bank account number, IFS code)
- e) Specimen signature

The security holder(s), whose folio(s) do not have all the above details updated, shall be eligible:

- to lodge grievance or avail any service request from the RTA only after furnishing PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature.
- for any payment including dividend, interest or redemption if any in respect of such folios, only through electronic mode with effect from **April 01, 2024**.

Since the aforesaid details with respect to the shares held by you in the Company are not present in the database in entirety, we request you to kindly furnish the same to us through the Form ISR-1, along with the necessary attachments / documents as stated in the form itself. The said Form can also be downloaded from our website <https://www.mcsregistrars.com/>. While filling up the form, please strike out the portion(s) which are not applicable to you.

Please note that the PAN to be furnished by you **should be linked with Aadhaar**. In case the same is not so linked, you are requested to do the same **immediately**. In the event such linkage is not done then your PAN will be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which **no PAN** has been furnished.

For appointing a nominee you are requested to furnish Form SH-13. A copy of the said form is available at our website <https://www.mcsregistrars.com/>. While filling up the form, please strike out the portion(s) which are not applicable to you.

In case you do not wish to nominate any person as nominee with respect to the physical shares held by you, then please furnish Form ISR -3 (declaration for opting out of nomination) which can be downloaded from our website at <https://www.mcsregistrars.com/>.

In case you wish to cancel / change nomination at a later date with respect to the physical shares held by you, please furnish Form SH-14. A copy of the said Form can also be downloaded from our website at <https://www.mcsregistrars.com/>.



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A copy of the said forms can also be downloaded from the website of the Company at https://www.polylinkpolymers.com/investor.html#Investor_Downloads

The aforesaid documents as stated above can be provided to RTA by any of the following mode:
Through "In person Verification" at the office of the RTA. In that case kindly bring the original documents along with the copy/copies thereof. The copy/copies will be retained by the RTA after proper verification with the original.

1. Through hard copies which are self-attested to be sent to the office of the RTA
2. Through electronic mode with e-signature at the following e-mail addresses:

- helpdeskdelhi@mcsregistrars.com

In terms of the SEBI Norms if 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 unclaimed/unpaid dividends/interest etc. if any declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation automatically.

You are hence requested to take a note of the above and furnish the aforesaid documents immediately without any delay to the following address:

**MCS Share Transfer Agent Limited
Unit: Polylink Polymers (India) Limited
F 65, 1st floor, Okhla Industrial Area, Phase 1
New Delhi – 110020.**

In case you have already furnished the aforesaid documents, kindly ignore this communication.

Thanking you,

Yours faithfully,

For Polylink Polymers (India) Limited

Authorized Signatory

**If Undelivered, please return to
Polylink Polymers (India) Limited**

506, Saffron Building,
Near Centre Point,
Ambawadi ,Ahmedabad
Gujarat-380006.