



JSE-23/2025-2026

14.08.2025

**To
BSE Limited,
Phiroze Jeejeebhoy Towers,
25th Floor, Dalal Street,
Mumbai - 400001.**

Ref: SCRIP CODE NO.516078

Dear Sir,

Sub: Submission of Newspaper Notice- Notice to Shareholder

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time, we hereby enclose copies of the notice published for the Equity Shareholders of the Company regarding the Special Window for Re-lodgement of Transfer of Physical Shares.

The said notice was published in Financial Express & Malai Thamizhagam Newspaper on Thursday, 14th August 2025, in compliance with SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated 02nd July 2025.

Kindly take this on record and oblige.

Thanking You,

**Yours faithfully,
For JUMBO BAG LIMITED**

SUNIL
KUMAR
ALLURI

Digitally signed by
SUNIL KUMAR ALLURI
Date: 2025.08.14
17:45:29 +05'30'

**SUNILKUMAR ALLURI
COMPANY SECRETARY AND COMPLIANCE OFFICER**

Encl: As above

"IF YOU ARE SATISFIED TELL OTHERS, IF NOT TELL US"

Jumbo Bag Ltd. ISO 22000, 9001, 14001, 45001 & BRCGS / FCP CERTIFIED COMPANY. Regd. Office: S.K.Enclave, New No.4 (Old No.47), Nowroji Road, Chetpet, Chennai-600 031 Phone: 044 - 4385 1353, 3500 7024/25 Website: www.jumbobaglimited.com Email: csjbl@jblgroup.com

"IMPORTANT" Whilst care is taken prior to acceptance of advertising copy, it is not possible to verify its contents. The Indian Express (P) Limited cannot be held responsible for such contents, nor for any loss or damage incurred as a result of transactions with companies, associations or individuals advertising in its newspapers or Publications. We therefore recommend that readers make necessary inquiries before sending any monies or entering into any agreements with advertisers or otherwise acting on an advertisement in any manner whatsoever.

GOVERNMENT OF TAMILNADU PUBLIC WORKS DEPARTMENT BUILDINGS (C&M) CIRCLE, TIRUVARUR-1 FORM OF CONTRACT - LUMPSUM / ITEM RATE e-Tender Notice No. 19 / BCM / TVR / 2025-26 / Date: 12.08.2025

GOVERNMENT OF TAMILNADU PUBLIC WORKS DEPARTMENT Buildings (C & M) Circle, Thanjavur-1 Notice Inviting e-Tender-Price Tender item wise rate e-Tender Notice No. : 28/ SE / Buildings (C & M) Circle/ Thanjavur/ 2025-2026/ Date.12.08.2025

சுற்றுலா அமைச்சு சிறப்பு அலுவலகம் குடிநீர் வழங்கல் திட்டத்தின் கீழ் கட்டிடப்பணிகள் மேற்கொள்ளப்படும். இவ்வாறு கட்டிடப்பணிகள் மேற்கொள்ளும் போது கட்டிடக்கலை அமைச்சு, 12/2024-2025/ நாள்:12.08.2025

Canara Bank ASSET RECOVERY MANAGEMENT BRANCH-I No.524, 8th Floor, Canara Towers, Anna Salai, Teynampet, Chennai-600018. FORM B (See Rule 7(1)) FORM OF DEMAND NOTICE

Canara Bank ASSET RECOVERY MANAGEMENT BRANCH-I No.524, 8th Floor, Canara Towers, Anna Salai, Teynampet, Chennai-600018. FORM B (See Rule 7(1)) FORM OF DEMAND NOTICE

Possession Notice (For Immovable Property) Rule 8-(1) Whereas, the undersigned being the Authorized Officer of IIFL Home Finance Limited (Formerly known as India Infoline Housing Finance Ltd.) (IIFL-HFL) under the Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act 2002 and in exercise of powers conferred under section 13(12) read with Rule 3 of the Security Interest (Enforcement) Rules 2002, a Demand Notice was issued by the Authorised Officer of the company to the Borrower/ Co-Borrowers mentioned herein below to repay the amount, notice is hereby given to the borrower and the public in general that the undersigned has taken possession of the property described herein below in exercise of powers conferred on him under Section 13(4) of the said Rules.

Table with 2 columns: PARTICULARS OF DEBT, Amount. 1. Total outstanding debt only as on 30.06.2025 plus any interest and charges incurred thereon. Rs 15,30,82,793.72

Table with 2 columns: PARTICULARS OF DEBT, Amount. 1. Total outstanding debt only as on 30.06.2025 plus any interest and charges incurred thereon. Rs. 7,62,39,831.50

Possession Notice (For Immovable Property) Rule 8-(1) Whereas, the undersigned being the Authorized Officer of IIFL Home Finance Limited (Formerly known as India Infoline Housing Finance Ltd.) (IIFL-HFL) under the Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act 2002 and in exercise of powers conferred under section 13(12) read with Rule 3 of the Security Interest (Enforcement) Rules 2002, a Demand Notice was issued by the Authorised Officer of the company to the Borrower/ Co-Borrowers mentioned herein below to repay the amount, notice is hereby given to the borrower and the public in general that the undersigned has taken possession of the property described herein below in exercise of powers conferred on him under Section 13(4) of the said Rules.

Sub: Invocation of personal guarantee in the account of Visharam Tanners Common Facility Centre (P) Ltd - regd.. This has reference to the above. Our Bank has sanctioned various loan limits to Visharam Tanners Common Facility Centre (P) Ltd. The details of loan limits as on 30/07/2025 are mentioned in Annexure A to this letter. In consideration of various loans sanctioned in favor of Visharam Tanners Common Facility Centre (P) Ltd., you had executed Guarantee Agreements. As you are aware the loans limits sanctioned to Visharam Tanners Common Facility Centre (P) Ltd have turned NPA w.e.f 19/11/2019 and our Bank has already initiated recovery proceedings.

Sub: Invocation of personal guarantee in the account M/s. 7 Eleven Shipping Pvt Limited - regd.. This has reference to the above. Our Bank has sanctioned various loan limits M/s. 7 Eleven Shipping Pvt Ltd. The details of loan limits as mentioned in Annexure A to this letter. In consideration of various loans sanctioned in favor of M/s. 7 Eleven Shipping Pvt Ltd., you had executed Guarantee Agreements. As you are aware the loans limits sanctioned to M/s. 7 Eleven Shipping Pvt Ltd have turned NPA w.e.f 29/06/2017 and our Bank has already initiated recovery proceedings.

CHENNAI ASSET RECOVERY BRANCH 'Star House' 4th Floor, No.30 (Old No.17), Erabalu Street, Chennai-600 001. Ph : 66777456, 465,557 Email : ARB.Chennai@bankofindia.co.in POSSESSION NOTICE [See rule-8(1)] (For Immovable Properties)

Canara Bank ASSET RECOVERY MANAGEMENT BRANCH-I No.524, 8th Floor, Canara Towers, Anna Salai, Teynampet, Chennai-600018. FORM B (See Rule 7(1)) FORM OF DEMAND NOTICE

Canara Bank ASSET RECOVERY MANAGEMENT BRANCH-I No.524, 8th Floor, Canara Towers, Anna Salai, Teynampet, Chennai-600018. FORM B (See Rule 7(1)) FORM OF DEMAND NOTICE

Possession Notice (For Immovable Property) Rule 8-(1) Whereas, the undersigned being the Authorized Officer of IIFL Home Finance Limited (Formerly known as India Infoline Housing Finance Ltd.) (IIFL-HFL) under the Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act 2002 and in exercise of powers conferred under section 13(12) read with Rule 3 of the Security Interest (Enforcement) Rules 2002, a Demand Notice was issued by the Authorised Officer of the company to the Borrower/ Co-Borrowers mentioned herein below to repay the amount, notice is hereby given to the borrower and the public in general that the undersigned has taken possession of the property described herein below in exercise of powers conferred on him under Section 13(4) of the said Rules.

OMKARA ASSETS RECONSTRUCTION PVT. LTD. CIN: U67100TZ2014PTC020363 Corporate Office: Kohinor Square, 47th Floor, N.C. Kelkar Marg R. G. Gadkari Chowk, Dadar (West), Mumbai - 400028. Email: karthi.govindasamy@omkaraarc.com Authorised Officer M no.: +91- 93446 84194 / 98840 62068 / 99623 33307

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

Contents

A	Background
B	Current circular Provisions
C	Process to be followed for processing of re-lodgement shares 1. Common scenarios where the re-lodgement of transfer are applicable: 2. Standard Documentation 3. Guidelines given in the SEBI Circular dated 06th November, 2018 4. Operational guidelines for Transfer and Dematerialization of re-lodged physical shares as per SEBI circular SEBI/HO/MIRSD/RTAMB/CIR/P/2020/236 dated December 02, 2020
D	Annexures A. Undertaking cum Indemnity Bond B. Seller Intimation C. Draft advertisement D. Draft letter to investors seeking information on documents to be submitted for re-lodgement of transfer requests for physical shares during special window period E. Draft Letter of Confirmation F. Draft advertisement for publicity of special window G. Format of MIS to be submitted to SEBI on Monthly basis

A. Background

Transfer of securities in physical mode was discontinued with effect from April 01, 2019. Subsequently, transfer deeds lodged prior to deadline of April 01, 2019 and rejected/returned due to deficiency in the documents were allowed by SEBI for re-lodgement till March 31, 2021 being the cut-off date for re-lodgement of transfer deeds.

B. Current Circular provisions

1. SEBI vide circular dated 02.07.2025 have opened special window only for re-lodgement of transfer of shares which were
 - a. lodged prior to the deadline of April 01, 2019 and rejected/returned/not attended due to deficiency in the documents/process/or otherwise,
 - b. Investors that missed the March 31, 2021 deadline for re-lodgement,

NOTE: *Transfers re-lodged earlier prior to 31.03.21, but rejected for deficiencies in the documentation may re-lodge again*

2. The special window opened for a period of six months from **July 07, 2025 till January 06, 2026.**

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

3. Securities that are re-lodged for transfer (including those requests that are pending with the listed company / RTA, as on date) shall be issued only in demat mode. Due process shall be followed for such transfer-cum-demat requests.

NOTE: Post effect of transfers, LOC (Letter of Confirmation) to be issued for lodging the demat by the registered within 90 days from the date of transfer (Refer circular dated 02.12.20)

4. Listed companies, RTAs and Stock Exchanges shall publicize the opening of this special window through various media including print and social media, on a bi-monthly basis during the six-month period.

NOTE: RTAs will upload the circular in their respective websites

5. RTAs/listed companies shall provide reports on (a) publicity; and (b) shares re-lodged for transfer cum demat in the format specified by SEBI (provided at Annexure-A) on monthly basis.

NOTE: As per the format RTAs may submit the MIS to SEBI mail id at: rtasebi@sebi.gov.in
First report on 01.08.25 and thereafter on a calendar monthly basis

C.Process to be followed for processing of re-lodgement shares:

1.Common scenarios where the re-lodgement of transfer are applicable:

- a. Transfer lodged prior to the deadline of April 01, 2019 and rejected/returned/not attended due to deficiency in the documents/process/or otherwise,
- b. Transfer rejected earlier and stuck due to seller(s) of the shares being deceased.
- c. Transfer deed executed but the transfer deed was rejected under objection. Transferor is not traceable /not cooperating.

2.Standard Documentation:

Following standard documentation applicable for all scenarios in addition to certain additional documents as detailed earlier vide circular dated 06th November, 2018 which is still in force and not rescinded as per the List of Circulars given in the Master Circular.

- a. Standard application/letter giving details with reasons for failure to re-lodge the transfer
- b. Buyer KYC as per ISR forms
- c. Share certificate in original
- d. Rejected Transfer deed in original (Form-7B or SH4)
- e. New Transfer deed (SH 4) with transfer stamp duty as per the market value as on date of execution to be affixed
- f. To be executed by both seller and buyer
- g. If seller is not traceable or not cooperating etc. only buyer execution would suffice (Date of execution shall be within one month from the date of lodgement)
- h. Proof of purchase (Sale contract or Bank statement showing the proof of payment)
- i. CML copy of the buyer

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

3. In case of other specific scenarios, the guidelines given in the SEBI Circular dated 06th November, 2018 as detailed may be applicable:

#	Process to be followed	Applicability for transfer deeds executed Prior to 1.12.15	Applicability for transfer deeds executed Post 1.12.15
1	Non-Availability of PAN of the transferor for transfer deeds executed prior to December 01, 2015 (Refer 2(a) of SEBI Circular 06.11.2018)		
	<p>a. PAN of the Transferor to be obtained if the transaction amount on the date of execution is more than Rs. 10 Lakhs for transactions pertaining to period prior to 2002 (upto 31.12.2001), as per Income-tax Rules. (PAN to be quoted only, no need to insist on copy of PAN)</p> <p>b. PAN of the Transferor to be obtained if the transaction amount on the date of execution is more than Rs.1 Lakh for transactions pertaining to period between 1.1.2002 and 30.11.2015, as per Income-tax Rules. (PAN to be quoted only, no need to insist on copy of PAN)</p> <p>c. All the documents which are normally required for processing transfer to be obtained, except PAN of the transferor which would be as per above.</p> <p>d. The Transferee to execute fresh Transfer Deed in SH-4 duly filled up with all particulars except the Transferor's signature and witness.</p> <p>e. The differential stamp duty to be paid on the current market price as on the date of execution mentioned in SH-4 and the original transfer deed, if applicable.</p>	Not Mandatory	Self -attested copy of Seller PAN is a mandatory document.
2	Mismatch in name in PAN card vis-à-vis name on share certificate/transfer deed. (Refer 2(b) of SEBI Circular 06.11.2018)		
	<p>In case there is a mismatch in name, and any of the following documents are attached which clarifies the mismatch in name, such objection should not be raised.</p> <ol style="list-style-type: none"> 1) Copy of Passport. 2) Copy of legally recognized marriage certificate. 3) Copy of gazette notification regarding change in name. 4) Copy of Aadhaar Card. 	Yes,	self-attested copies of any of the documents mentioned should be submitted. The passport should be valid at the time of submission.
3	Major mismatch/Non-Availability of transferor's signature(Refer 2(C) of SEBI Circular 06.11.2018)		
	<p>To follow the procedure laid down in the circular under 2(c).</p> <p>Scenario 1:</p> <p>1) To follow procedure laid down in Para (B)(2) of Schedule VII of LODR for major difference or non-availability of signature of the transferor(s). i.e.</p>	Yes	Yes

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

#	Process to be followed	Applicability for transfer deeds executed Prior to 1.12.15	Applicability for transfer deeds executed Post 1.12.15
	<p>Transferor to update his/her signature by submitting bank attested signature along with an affidavit, supporting documents related to the affidavit and cancelled cheque to the RTA/Company.</p> <p>NOTE: This is replaced with execution of ISR-2 as per Master Circular, if the transferor is available/traceable.</p>		
	<p>Scenario 2: Transferor did not update his signature/could not be traced:</p> <p>Company/RTA shall make efforts to contact the transferor:</p> <p>i)By Checking dividend history and obtaining current details from the bank where dividend was encashed. ii)From the address, emails IDs and phone numbers, if any available with the depositories/KRA. iii)In case of non-delivery of objection memo to the transferor or non-cooperation of the transferor, following additional documents to be collected from Transferee:</p> <p>(a) Indemnity Bond-cum-Undertaking from the Transferee as per format enclosed. (Undertaking includes 6 months lock-in period also). (Lock in dates to be mentioned on the LOC in bold)</p> <p>(b) Copy of Address Proof – Valid Passport/Aadhaar Card/Driving License of the transferee. (c) Verify the documents submitted by the transferee with the KYC details, if any, available with the depositories/KRA. (d) Companies/RTAs shall publish advertisement in one English language national daily newspaper and one regional language newspaper having wide circulation in the place where registered office of the company is situated, seeking objection, if any to the transfer. (e) Copy of Advertisement to be published on company's website. (f) Objections, if any, to be received within 30 days from the date of advertisement. (g) Transfer to be effected only after 30 days from the date of advertisement. (h) Endorsement on the share certificate (replaced with LOC) shall bear a stamp stating “NOT TO BE TRANSFERRED/DEMATERIALIZED FOR A PERIOD OF 6 MONTHS FROM THE DATE OF REGISTRATION OF TRANSFER”. (i) Company to publish it on their website for a period of 6</p>		

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

#	Process to be followed	Applicability for transfer deeds executed Prior to 1.12.15	Applicability for transfer deeds executed Post 1.12.15
	<p>months from the date of transfer, as per details in circular.</p> <p>j) Company to intimate Stock Exchange the information/details published on their website as a corporate announcement. (NOTE: Clause 3(j) Applicable in case of Buyer Indemnity transfers)</p>		
4	Non-availability of any document for transfer. (Refer 2(d) of SEBI Circular 06.11.2018)		
	Any investor approaching RTA for transfer of shares in his/her name with just the share certificate(s) of the transferor/holder (No Transfer Deed available), to follow the entire process as mentioned in 2(c) above.	Yes	No
5	<p>In case the bank attested address of the transferor differs from the records available with the Company/RTA, new address to be updated after sending intimation about the updation of address on the old and new address of the transferor.</p> <p>(NOTE: ISR-2 is required to be attested, if the transferor is available. If the transferor address is different from the ROM, SELLER NOTICE to be sent to both old and new address)</p>	<p>Very high element of risk in direct updation of new address based on attested documents Submitted by buyer. So the procedure as per Schedule VII of LODR will be followed. An intimation to be sent to old and new address of seller calling for change of address request and supporting documents towards proof of Identity and proof of address. Address to be updated for the folio after this compliance.</p>	
6	In the case of stock-split/Shares transferred to IEPF (4).		
	<p>In the case of companies which had done stock split or where the shares are transferred to IEPF, the following procedure shall be followed:</p> <p>i) The Transferee approaches the RTA with the TD and old face value share certificate/valid certificate, the RTA shall check in case the new face value share certificate are in RTA's possession, then the request can be processed subject to complying with other procedural requirements and following the procedure mentioned in 2(c) above.</p> <p>ii) In case the share certificate with new face value is not in possession of the RTA, then the share transfer request shall be rejected and the transferee shall be informed to approach the transferor and comply the procedure for issue of duplicate share certificate in</p>	<p>Yes.</p> <p>It may also be noted that for point iii), the letter of entitlement by nodal officer should be released post the cooling period as the securities will be credited directly to the demat account of the buyer.</p>	

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

#	Process to be followed	Applicability for transfer deeds executed Prior to 1.12.15	Applicability for transfer deeds executed Post 1.12.15
	iii) favour of the transferor or obtain a court injunction. In case the said shares are transferred to IEPF (4), then the same can also be considered by following the procedure mentioned in 2 (c) above for transferring the shares and providing the Letter of Entitlement via Nodal Officer of the Company to claim the shares from the IEPF. (Letter of Entitlement to be issued after six months as per Clause 3(h))		

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

4. Operational guidelines for Transfer and Dematerialization of re-lodged physical shares as per SEBI circular SEBI/HO/MIRSD/RTAMB/CIR/P/2020/236 dated December 02, 2020

1. In this regard the operational guidelines for crediting the transferred shares into the respective demat account of the investor, with inputs from stakeholders, are as under;
 - i. Guidelines to credit the transferred physical shares in demat mode:
 - a. Subsequent to processing of the re-lodged transfer request, the RTA shall retain the physical shares and intimate the investor (**transferee**) about the execution of transfer through Letter of Confirmation. This letter shall be sent through Registered / Speed Post and shall, *inter-alia*, contain details of endorsement, shares, folio of investor (required on Demat request form) as available on the physical shares.
 - b. The investor shall submit the demat request, within 90 days of issue of Letter of Confirmation, to Depository participant (**DP**) along with the Letter of Confirmation. RTA shall also issue a reminder at the end of 60 days of issue of Letter of Confirmation, informing the investor to submit the demat request as above.
 - c. Depository Participant will process the Demat Request on the basis of Letter of Confirmation, as this letter is a confirmation of holding of physical shares on behalf of the investor by RTA.
 - d. The suggested format of the Letter of Confirmation is given at Annexure - E.
 - ii. In case of the shares that are required to be locked-in as per the SEBI Circular SEBI/HO/MIRSD/DOS3/CIR/P/2018/139, dated November 06, 2018, the RTA while approving / confirming the demat request, shall also incorporate / intimate the Depository about the lock-in and its period. Such shares shall be in lock-in demat mode for 6 months from the date of registration of transfer.
 - iii. In case of non-receipt of demat request from the investor within 90 days of the date of Letter of Confirmation, the shares will be credited to Suspense Escrow Demat Account of the Company.

D. ANNEXURES

ANNEXURE A

(To be reproduced on Non-Judicial Stamp Paper or franked with equivalent amount and duly notarized)

UNDERTAKING-CUM-INDEMNITY BOND

This Undertaking - cum – Indemnity Bond is made and executed on ____ July, 2018 at-----

BY

Mr./Ms. _____ son / daughter / wife of _____ and Mr./Ms. _____ son /daughter / wife of _____ residing at _____ having permanent address at _____ (hereinafter called as “**Indemnifier**”, which expression unless it be repugnant to the context or meaning thereof, mean and include my / our legal heirs, successors, administrators and assigns) of the one Part

IN FAVOUR OF

M/s _____, a Company duly incorporated under the provisions of Companies Act, 1956 (since replaced by the Companies Act, 2013) and having its Registered Office at _____, (hereinafter called as “**Indemnified**” which expression unless it be repugnant to the context or meaning thereof, mean and include its successors, administrators and assigns) of the Other Part and.

WHEREAS:

I/ We have purchased the following securities from the seller (s) Mr. _____ and ----- for a Consideration amount of Rs. _____

Folio No:

Certificate No:

Distinctive Nos:

I/we have lodged duly executed transfer deed /securities Transfer Form along with the original Certificates for the aforesaid securities with the Company/RTA for transfer of securities in my/our favour

In consideration of the Company approving the aforesaid securities in my/our favour:

I/ We shall indemnify and keep indemnified and saved, harmless _____ the Company. its management, officers, staff, the RTA M/s _____, its management, officials, staff from and against (i) any harm, loss, damage or injury, (ii) any claim or demand and (iii) any suit, action, litigation or other proceedings whatsoever, that the Company / RTA management, officers, staff, may suffer or incur or may be called upon to suffer or incur (including all costs, charges and expenses incurred or required to be incurred on prosecuting or defending any suit, action litigation and/or proceedings) by reason of or as a consequence of the Company transferring the securities to my / our name(s) the -----

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

I / We undertake that I / we shall not transfer the shares until the lock-in-period of six months specified in the Letter of Confirmation.

I/ We acknowledge, understand, accept and admit that this Undertaking – cum – Indemnity Bond shall be equivalent to the value of the shares at prevailing market price with all the benefits accrued on the transacted shares and it shall be binding upon my / our legal heirs, successors, administrators and assigns.

Signed by the Indemnifier in the presence of the Magistrate / Notary Public and following witnesses on the date and place first written herein above;

Indemnifier(s) First named transferee:

Indemnifier(s) Second named transferee:

Name and full address of Magistrate / Notary Public (Affix Official Seal and Notarial / Court Fee Stamp, as applicable)

Registration No.

Notary Register at Book No. ----- Serial No. ----- Witnesses:

1. Name: _____

Add:

Sign:

2. Name: _____

Add:

Sign:

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

ANNEXURE –B (SELLER INTIMATION)

REGISTERED POST / SPEED POST

Date :

To,
Seller name & Address

Unit : _____

Folio No : _____

Subject:

1. Transfer of Securities as per SEBI Circular ref.no. SEBI/HO/MIRSD/DOS3/CIR/P/2018/139 dated 06-11-2018
2. Ease of Doing Investment – Special Window for Re-lodgement of Transfer Requests of Physical Shares as per SEBI Circular ref. no. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated 02.07.2025

Dear Sir/Madam,

We are in receipt of a letter dated _____ along with the transfer form and share certificates from _____ (Names of Proposed Transferees) having the address _____ for _____ Shares (type of securities) bearing distinctive nos. _____ which are held under the captioned account, requesting the Company to transfer the same in his/her/their favour.

The claimant(s) has/have intimated to the Company that the abovementioned securities could not be transferred in his / her / their favour earlier and has/have requested that the transfer be processed as per the abovementioned SEBI Circular.

Kindly intimate us within 15 days from the date of this letter, in case you have any objection for transfer of the above securities in favour of the above named claimant(s), failing which we shall transfer the securities without any further intimation to you and no future claim, if any will be entertained from your end. We enclose copy of the transfer deed(s) forwarded to us by the claimant(s), for your reference.

Please note that in case of a valid objection to be taken on record, it should be supported by a copy of FIR/ Acknowledged Police Complaint with the Name of the Company, Folio Number, Certificate Numbers, Distinctive Numbers and circumstances of loss / objection followed by an Order from a Court of Competent Jurisdiction, within 30 days from the date of your objection letter, making the Company and the above claimant(s), parties to the Suit, with specific directions to the Company to cancel the original share certificate(s) and to issue duplicate certificate(s) in your favour.

Thanking you,
Yours faithfully

For RTA NAME

cc to First named Claimant, (to be printed visible on seller's copy also).

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

ANNEXURE-C (DRAFT OF ADVERTISEMENT)

NOTICE

(Mention Name of the Company)

Registered Office: (Mention Registered Office Address of the Company)

Notice is hereby given that pursuant to SEBI Circular SEBI/HO/MIRSD/DOS3/CIR/P/2018/139 dated 6th November 2018 and SEBI Circular SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated 2nd July, 2025, a request has been received by the Company from

Name(s) of Proposed Transferee(s) _____, residing at _____ to transfer the below mentioned securities held in the name(s) of the security holder(s) as detailed below, to his/her/their name(s). These securities were claimed to have been purchased by him / her / them and could not be transferred in his/her/their favour.

Folio No. Nos.	Name(s) of the Holder(s) and registered address	Security Type and face value	No. of Securities	Distinctive From - To
-----	-----	-----	-----	-----
-				

Any person who has a claim in respect of the abovementioned securities, should lodge such claim with the Company at its Registered Office within 30 days from this date along with appropriate documentary evidence thereof in support of such claim, else the Company will proceed to transfer the securities in favour of _____ (Names of the Proposed Transferee(s)), without any further intimation.

Place:
Date:

Sd/
Name of the Company

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

ANNEXURE-D (Draft letter to investors seeking information on documents to be submitted for re-lodgement of transfer requests for physical shares during special window period

Sub : Documents for re-lodgement of transfer requests for physical shares during special window period.

Dear Sirs,

We refer to your communication dated _____ regarding special window for re-lodgement of transfer requests of physical shares.

You are requested to send the following documents to enable us process the request :

1. Covering letter from transferee giving details with reasons for failure to re-lodge the transfer
2. Objection Memo / Rejection Letter received by the transferee stating reasons for rejection of transfer of physical shares.
3. Share Certificates in Original
4. Rejected Transfer deed in original (Form 7-B or Form SH4)
5. New Transfer deed (Form SH-4) duly complete in all respects to be executed by both transferor and transferee alongwith Share transfer stamps affixed @ 0.015% on the market value as on date of execution
6. Form ISR-2 of transferor in case if the signature of the transferor is expected to vary from the specimen recorded with the company/RTA, alongwith original cheque with name of transferor printed on it.
7. PAN of Transferor
 - a. Self-attested copy of PAN of transferor is mandatory for transfer deeds executed after 01.12.2015.
 - b. PAN of Transferor to be quoted if the transaction amount is more than Rs.10 lakhs on the date of execution of transfer deeds upto 31.12.2001.
 - c. PAN of Transferor to be quoted if the transaction amount is more than Rs.1 lakh on the date of execution of transfer deeds between 01.01.2002 to 30.11.2015.
8. If transferor is not traceable or not cooperating etc in executing the new transfer deed (Form SH-4), Cameo shall make efforts to contact transferor and still if we are not able to do so, we shall seek additional documents from transferee. The additional documents / conditions shall be Indemnity Bond-cum Undertaking from transferee (Undertaking from transferee is in respect of not transferring the shares during the lock in period), Proof of purchase (Broker's contract note or Bank statement showing proof of payment), payment for newspaper advertisement etc.
9. KYC of Transferee as per ISR Forms ISR-1, ISR-3 or Form SH-13. The said forms to be submitted alongwith applicable documentary proof.
10. CML copy of the Transferee.

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

On receipt of the above documents, the service request will be processed. We shall seek clarifications / additional documents, if required, based on the documents submitted by transferee.

Regards

Name

Designation

Cameo Corporate Service Limited

SOP for Re-lodgement of share transfers

SEBI Circular dated 02.07.2025

Reference: SOP shared by Registrars Association of India

ANNEXURE-E – DRAFT LETTER OF CONFIRMATION

RTA / ISSUER COMPANY ADDRESS

Name:

Date:

Address:

Dear Sir/Madam,

LETTER OF CONFIRMATION

Sub: Transfer of Shares

Name of the Company: _____

We refer to the request received from you for transfer of the subject shares in your name. We would like to inform you that the transfer of shares has been approved as detailed below:

Name of first holder & PAN	
Joint holder 1 & PAN	
Joint holder 2 & PAN	
Number of shares	
Folio Number	
Certificate numbers	
Distinctive numbers	
Lock-In	Yes or No. If yes, lock-in from dd.mm.yyyy till dd.mm.yyyy

As you may be aware, SEBI vide their Circular No. SEBI/HO/MIRSD/RTAMB/CIR/P/2020/166 September 07, 2020 has mandated that the shares that are re-lodged for transfer shall henceforth be issued only in demat mode and hence the duly endorsed original certificates are retained at our end.

Accordingly, within 90 days of this letter, please request your Depository Participant (**DP**) to demat these shares using the Dematerialization Request Form (**DRF**). Please fill it up with the details mentioned in this letter, sign it and present this letter in original to your DP along with the DRF for enabling your DP to raise a Demat Request Number (**DRN**). In case you do not have a demat account, kindly open one with any DP. Please note that you can open Basic Service Demat Account at minimal / nil charges.

Please note that this letter is valid only for a period of 90 days from the date of its issue within which time you have to raise demat request with the DP as above. Any request for demat processing after this date will not be entertained and as per the operating guidelines issued by SEBI, the subject shares shall be transferred to a Suspense Escrow Demat Account of the company.

Further, please note that in terms of SEBI Circular No. SEBI/HO/MIRSD/DOS3/CIR/P/2018/139 dated November 06, 2018 the above transfer of shares is / are approved with a lock-in period of six months from the date of transfer and shall remain in lock-in till dd.mm.yyyy, even after dematerialization. [**STRIKE OFF IF NOT APPLICABLE**].

Thanking you,

Yours faithfully,

For ABCD Limited

(RTA)

Authorized Signatory

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

ANNEXURE-F - Draft advertisement for publicity of special window

Name of Company
Address, Contact details and CIN

**SPECIAL WINDOW FOR RE-LODGE MENT OF
TRANSFER REQUESTS OF PHYSICAL SHARES**

Pursuant to SEBI circular No.SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated 2nd July 2025, investors are informed that, a special window is opened only for re-lodgement of transfer deeds, lodged prior to 1st April 2019, and which were rejected/returned/not attended to, due to deficiency in the documents /process/or otherwise.

This facility of re-lodgement will be available from 7th July 2025 to 6th January 2026.

Investors are requested to re-lodge such cases, after rectifying the deficiency identified earlier, with the company's Registrar and Share Transfer Agents viz. M/s. Cameo Corporate Services Limited, latest by 6th January 2026 at the following address :

Cameo Corporate Services Limited
"Subramanian Building"
No.1, Club House Road
Chennai – 600 002

For _____ LIMITED

Name :
COMPANY SECRETARY

_____._____.2025

SOP for Re-lodgement of share transfers
SEBI Circular dated 02.07.2025
Reference: SOP shared by Registrars Association of India

ANNEXURE- G

(Details of shares re-lodged for transfer cum demat in the format specified by SEBI on monthly basis)

No. of requests received during the month	No. of requests processed during the month	No. of requests approved	No. of requests rejected	Average time taken for processing of requests (in days)