

Ref.No.SKC/akl/Intimation_Bank_Mandate/48/1

Date:

To

Dear Sir(s) / Madam,

Sub: Mandate demanding Bank account details for updation of records for facilitation payment of Dividend through NACH (National Automated Clearing House)

Unit: Acknit Industries Limited

We invite your attention to the SEBI Circular No SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 pursuant to which SEBI has mandated the issuer company, RTA, and processing bank to maintain dividend/interest/redemption master file consisting of details of all security holders and their bank account details. Further, in this regard, the circular directed that the issuer companies shall through their RTAs collect copy of PAN and bank account details of all securities holders holding securities in physical form.

Considering the aforesaid circular, we issue this letter to obtain bank account details of the shareholders so as to facilitate payment of dividend through National Automated Clearing House (NACH), accordingly, we are sending herewith the NACH Mandate Form for your necessary action. You are requested to fill-up the required details and return to us after your signature along with following documents to enable us to credit dividend amount directly to your bank account through NACH:

1. Self-attested copy of PAN card (in case of joint shareholders, self-attested copy of PAN card of all joint holders);
2. Self-attested copy of any one of the documents i.e. Aadhaar card / Voter ID Card / Passport (in case of joint shareholders, only for first holder);
3. A cancelled cheque leaf with your name printed on the cheque leaf. In case your name is not printed on the cheque leaf, in addition, send us the copy of bank Pass Book or bank Statement duly attested by the bank (first holders only);
4. Xerox copy of share certificate, if available / copy of dividend warrant, showing your folio no. or copy of bank Passbook or bank statement showing encashment of dividend issued by the company (only for first holder);
5. Specimen signature duly attested by your banker (other than Cooperative banks) as per format enclosed with name of attesting official, with seal, designation and employee code with rubber stamp affixed there to (for all holders)

Your reply with aforesaid documents, as requested for, should reach to us within 21 days from the date of this letter. Failing which, the Company will send further two letters/reminders to provide aforesaid documents and/or information. Further, the shareholders who are unable to respond us and provide documents/details or inform that the shares as available in his/her/their name as per the records of RTA does not belong to them, in that case, the Company and the Registrar & Share Transfer Agents (RTA) of the Company will exercise enhanced due diligence in respect of any of the transaction in the above mentioned folio, as mentioned in the said circular.

Thanking you

Yours faithfully

S. K.InfosolutionsPvt. Ltd.

Registrars

Encl.: as stated above

(This letter is computer generated, no signature is required)

(Note: Shareholder(s) holding shares in Demat form may approach to their DP for recording their Bank Particulars/Contact No./e-mail ID etc.;)

To
M/s. S. K. Infosolutions Pvt. Ltd.
(Unit: Acknit Industries Limited)
34/1A, Sudhir Chatterjee Street
Kolkata- 700 006

Date:

Sub.: NACH (National Automated Clearing House) Mandate Form

With reference to your letter No.dated....., I hereby submit the required details with documents for making payment of Dividend through NACH (National Automated Clearing House) Mandate and request to update my record in the register of members of the company:

NACH (National Automated Clearing House) Mandate

Name of The Company	
Folio /Account No.	
Name of the first holder (in Block Letters)	
No. of shares held	
Bank Name	
Bank Branch, Address & Phone No.	
Bank Account No.	
Account Type: SB / CA	
9 digit MICR code	
IFSC code	
Email ID of Shareholder, if any	
Mobile No.	
PAN (enclosed self-attested photocopy of the Pan Card)	
Cancelled cheque (with name printed on the cheque leaf)	

I agree to avail the NACH facility extended by RBI with respect to payment of dividend to me by the company.

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I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or effected at all for any reasons beyond the control of the company / its' Registrar & Share Transfer Agents, I would not hold them responsible.

Yours faithfully,

Signature of first holder

Encl.:

1.

2.

3.

4.

5.

6.

Signature Attestation Form

1.	Name of Account Holder(s) (In Capital Letters)	1)	(First holder)
		2)	(Second Holder)
		3)	(Third Holder)
2.	Type of Account	Current / SB/ OD/ Others	
3.	Address of Account Holder(s) as recorded with the Bank		
4.	Account No:		
5.	Signature of the Holder(s)	1)	(First Holder)
		2)	(Second Holder)
		3)	(Third Holder)

Signature and address verified as per records with bank

Signature of Bank Official: _____
(with seal & Rubber Stamp)

Name of the officer: _____

Designation: _____

Employee Code: _____

Place: _____

Date: _____