

TIDE WATER OIL CO. (INDIA) LTD.

Regd. Office: Yule House | 8, Dr. Rajendra Prasad Sarani | Kolkata 700 001

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CIN : L23209WB1921PLC004357

An ISO 9001 : 2015 Company

Date: 9th December, 2021

Dear Shareholder

Sub: Furnishing of PAN, KYC and Nomination details

This is to bring to your notice that Securities and Exchange Board of India vide its Circular Number SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3rd November, 2021, has mandated furnishing of the following documents / details for **all holders of physical securities:**

1. PAN;
2. Nomination details
3. Contact details (postal address with Pin, Mobile Number and Email address)
4. Bank account details (bank name and branch, bank account number, IFS code)
5. Specimen signature

Since the aforesaid details with respect to the shares held by you in the Company are not present in the database of our Registrar M/s MCS Share Transfer Agent Limited, 383, Lake Gardens, 1st Floor, Kolkata-700045 hence we request you to kindly furnish the same to our Registrars through the enclosed Form ISR-1, alongwith the necessary attachments / documents as stated in the form itself. A copy of the said form can also be downloaded from the website of the Company at <https://www.veedolindia.com/sites/default/files/assets/pdf/Form-for-updation-of-PAN-KYC-Nomination.pdf> or from the website of our Registrars at [https://www.mcsregistrars.com/images/documents/87_1071859689_FormISR-1\(ForUpdationofPAN,KYC\).pdf](https://www.mcsregistrars.com/images/documents/87_1071859689_FormISR-1(ForUpdationofPAN,KYC).pdf). While filling up the form please strike out the portions 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 link the same by 31st March, 2022. In the event such linkage is not done within the specified date, 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 the enclosed Form SH-13. A copy of the said form can also be downloaded from the website of the Company at <https://www.veedolindia.com/sites/default/files/assets/pdf/Nomination-Form.pdf> or from the website of our Registrars at [https://www.mcsregistrars.com/images/documents/90_1155641335_FormNo.SH-13_\(NominationForm\).pdf](https://www.mcsregistrars.com/images/documents/90_1155641335_FormNo.SH-13_(NominationForm).pdf). While filling up the form please strike out the portions which are not applicable to you.

In case you do not wish to nominate any person with respect to the physical shares held by you then, please furnish the enclosed Form ISR-3. A copy of the said form can also be downloaded from the website of the Company at <https://www.veedolindia.com/sites/default/files/assets/pdf/Opting-Out-Nomination-Form.pdf> or from the website of our Registrars at



[https://www.mcsregistrars.com/images/documents/89_1114465370_FormISR-3_\(OptingOutNominationForm\).pdf](https://www.mcsregistrars.com/images/documents/89_1114465370_FormISR-3_(OptingOutNominationForm).pdf).

In case you wish to cancel / change nomination at a later date, with respect to the physical shares held by you then, please furnish the enclosed Form SH-14. A copy of the said form can also be downloaded from the website of the Company at <https://www.veedolindia.com/sites/default/files/assets/pdf/Form-for-Cancellation-or-Modification-of-Nomination.pdf> or from the website of our Registrars at [https://www.mcsregistrars.com/images/documents/91_942496736_FormNo.SH-14_\(CancelationofNominationForm\).pdf](https://www.mcsregistrars.com/images/documents/91_942496736_FormNo.SH-14_(CancelationofNominationForm).pdf).

The aforesaid documents as stated above can be provided to our Registrars by any one of the following modes

1. Through 'In Person Verification'. In this case kindly bring the original document alongwith a copy thereof. The copy will be retained by the Registrars after proper verification
2. Through hard copies which are self attested and dated
3. Through electronic mode with e-signature

In case the aforesaid details are not furnished, then w.e.f. 1st April, 2023, your folio will be frozen by the Registrars. Such frozen securities shall be referred by the Registrars or the Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on 31st December, 2025.

As such you are kindly requested to take a note of the above and furnish the aforesaid documents at the earliest.

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

Thanking you
Yours faithfully
For Tide Water Oil Company Limited

(S. Ganguli)
Company Secretary
Enclo: As above

