

INDEX OF FAQs

Serial No.	FAQ	Page No.
1	Transfer of Shares held in physical format	2
2	Transmission of shares on account of death of shareholder	3
3	Duplicate Share Certificates in lieu of Lost/misplaced share certificates and direct credit in demat account	4
4	Duplicate Share Certificates in lieu of torn/mutilated/destroyed share certificates	5
5	Change in name of shareholder/jointholder on Share Certificates	5
6	Change of address in records of Company and R&T agent	6
7	Change in signature of shareholder/jointholder as registered in records	6
8	Revalidation of expired un-encashed dividend warrants	7
9	Lost/non-receipt of dividend warrants	7
10	Registration of new ECS mandate/change in existing mandate/registration of new bank mandate/change in existing bank mandate	7
11	Registration of nomination of shares held	8
12	Deletion of name of one or more jointholder on account of death or any other reason for shares held jointly	8
13	Addition of one or more person as joint holder for shares held in single name	8
14	Change in order of existing joint holders making the existing holder as first holder	9
15	Consolidation of shares held in more than one folio into one folio	9
16	Dematerialisation of shares held in physical form and transfer of same in demat account	9
17	Rematerialisation of shares held in demat form into physical share certificates	10
18	Registration of a Power of attorney or revocation of that registered earlier	10
19	Stop transfer sent earlier for registration fraudulently because of loss of share certificates.	10
20	How to Claim refund of Unclaimed Dividend, Shares, fractional sales proceeds from Investors Education and Protection Fund (IEPF)	11
21	What was the ratio for allotment of equity shares by the Company as per Scheme of Arrangement?	11
22	When were the equity shares, allotted as per Scheme of Arrangement, listed on the Stock Exchanges?	12
23	What was the ratio for allotment of equity shares by the Company as per Composite Scheme of Arrangement in the year 2015?	12

FREQUENTLY ASKED QUESTIONS BY INVESTORS

1. I want to transfer shares held by me in physical form. What is the procedure for the same?

Ans: Please note that the shares of Kirloskar Oil Engines Limited are subject to trading in compulsory demat form. Hence, if you are holding shares in physical form and wish to sell the shares to a third party through Stock Exchange, please get the shares dematerialized and credited in your demat account. You can then approach your broker for sale of shares held by you in dematerialized form, along with the authorization for debit of your demat account with the number of shares you want to sell. The format for authorizing the debit of your demat account will be supplied by you by the DP at the time of opening of your demat account.

Further, SEBI has fixed 31st March, 2021 as the cut-off date for re-lodgment of transfer requests and that such transferred shares shall be issued only in demat mode vide its circular no. SEBI/HO/MIRSD/RTAMB/CIR/P/2020/166 dated 7th September, 2020 ("SEBI Circular No. 1").

Thereafter SEBI has issued operational guidelines for transfer and dematerializations of re-lodged physical shares vide its circular no. SEBI/HO/MIRSD/RTAMB/CIR/P/2020/236 dated 2nd December, 2020 ("SEBI Circular No. 2").

The Operational Guidelines, as per SEBI Circular No. 2 are as under:

- a) Subsequent to processing of re-lodged transfer request, the Registrar and Transfer Agent (R&T Agent) shall retain the physical shares and intimate the investor (transferee) about the execution of transfer of shares through letter of confirmation. This letter shall be sent through Registered / Speed Post or through email with digitally signed letter 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 along with letter of confirmation. The Registrar and Transfer Agent 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) The 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 the Registrar and Transfer Agent.
- d) In case of non-receipt of demat request form 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.

- 2. The shareholders who were holding shares in your Company in physical form have expired. I want to get the physical shares transmitted in my name. What is the procedure for the same?**

Ans: In such a case there are different circumstances, which may arise depending on the type of holding of these shareholders in the Company. These circumstances, and steps to be taken in all such cases are explained below –

- i. In case the shares are held jointly, and one of the joint holders has expired, the shares will be transferred in the name of the surviving joint holders, on submission of a request letter duly signed by the surviving joint holders, along with an attested copy of the death certificate of the deceased joint holder. The original share certificate must accompany this letter and death certificate. Suitable changes will be made on the share certificate and returned to the R&T Agent. R&T Agent will follow the process as mentioned in Question 1 as per SEBI Circular No. 2. If the surviving shareholders is having different address than address of deceased shareholder, then for change in the address details, you will need to submit address proof of surviving shareholders. (For address proof please refer point no. 6)
- ii. In case the shares are held in a single name, and the shareholder has expired, the shares can be transmitted in the name of his legal heir on submission of the following documents –
 - a. Duly signed application of legal heir/s is on record.
 - b. original or copy of death certificate duly attested by a notary public or by a gazetted officer;
 - c. Share certificates properly attached.
 - d. Probate of the will or Succession certificate or Letter of Administration (In case market value of shares to be transmitted is less than Rs. 5,00,000/- as on

- the date of execution of transmission request and submission of the same to the Company or R&T Agent, necessary indemnity bond and affidavit made on appropriate non judicial stamp paper) **as per formats given in Annexure A.**
- e. No objection certificates, if necessary from legal heirs other than the applicant.
 - f. Court order, in case shares are held by a notified person, and need to be transmitted to the applicant.
- iii. Where, however, there is a registered nomination for the deceased shareholder's folio, the shares are transmitted to that of the Nominee, on receipt of documents properly evidencing the death of the existing shareholder, without going through the aforesaid process alongwith following documents:
 - a. duly signed transmission request form by the nominee;
 - b. original or copy of death certificate duly attested by a notary public or by a gazetted officer;
 - c. self - attested copy of PAN card of the nominee.
 - iv. Where the certificates in respect of the shares to be transmitted are lost/misplaced/destroyed, you will also need to execute the necessary indemnities and submit the other documents as mentioned in point no. 3 along with the documents mentioned in (ii) a-f (except c) above.

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

3. The share certificates in respect of physical shares held by me in KOEL have been lost/misplaced. How do I get the duplicate share certificates? Can these shares be directly credited to my demat account?

Ans: In case you have lost/misplaced your share certificate, the Company will issue a duplicate share certificate on submission of the following documents duly executed by the shareholder/(s) –

- i. A formal application for issuing duplicate share certificate, duly signed by the shareholder/(s) as per format given in **Annexure B**
- ii. Indemnity Bond, as per format given in **Annexure B**
- iii. An affidavit, as per format given in **Annexure B**
- iv. Original cutting of public notice (as per format given in **Annexure B**) published by the shareholder in the newspaper circulating in Pune. (Not

applicable if market value is below Rs. 5,00,000 at the time of submission of the documents to the Company or R & T Agent)

- v. An attested copy of the FIR filed with the police station/ acknowledged copy of police complaint lodged with Local Police Station for loss/misplaced share certificates. (In the complaint details of share certificates such as name of company, folio no., share certificate number, distinctive no. and name of registered shareholder should be mentioned) (Not applicable if market value is below Rs. 5,00,000 at the time of submission of the documents to the Company or R & T Agent)

The application along the documents submitted will be placed before the next Board Meeting for approval by the Board of Directors. After getting the approval, R&T Agent will follow the process as mentioned in Question 1 as per SEBI Circular No. 2.

- 4. The share certificates I hold in respect of shares held in KOEL have been torn/mutilated/destroyed. I want a duplicate certificate to be issued against this share certificate. What is the procedure for the same?**

Ans: For issue of duplicate share certificate against torn/mutilated/destroyed share certificate, you will need to make a formal application to the Company on plain paper, with a request to issue duplicate share certificate and submit the same to the Company along with the torn/mutilated/destroyed share certificate.

- 5. I want to change my and/or jointholder(s) name appearing on the share certificate. What is the procedure for the same?**

Ans: Name can be changed in the following cases –

- i. Marriage of the registered shareholder
- ii. Voluntary change of name of the registered holder
- iii. Change in the name of a Corporate body

For this purpose, you are required to submit the following documents –

- i. An application for change of name, duly signed by all the registered holders
- ii. Duly attested copy of the marriage certificate or Gazette notification
- iii. Self – attested copy of PAN of new name
- iv. Duly certified copy of the Certificate of Incorporation evidencing the change of name for corporate bodies, along with Board Resolution for authorized signatories (In case of Corporate Bodies)

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

- 6. I have changed my residence. Therefore, I want to change the address as appearing in your records, so that all further communication can be sent to my new address. What is the procedure for the same?**

Ans: If you are holding shares in physical form, please send an application, duly signed by all the registered holders, to the Company/ R & T agent, stating the new address which has to be incorporated in the records. The application has to be accompanied with self attested copy of PAN Card and certified copies of any one of the following documents containing the new address –

- i. Adhaar Card
- ii. Electricity Bill
- iii. Telephone Bill
- iv. Passport
- v. Driving Licence
- vi. Voters Identity Card

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

- 7. I want to change my and /or jointholder(s) signature as registered in your records. What is the procedure for the same?**

Ans: If you are an individual and holding shares in physical form, please make an application to the Company, duly signed by you, in the form as given in [Annexure C](#) duly notarized on a Rs. 100/- Stamp Paper, along with the following documents –

- i. Your new signature, attested by your bankers
- ii. Certified copy of any document (PAN Card, Driving License, Passport etc) containing your new signature

If you are a Corporate holding shares in physical form, your request for change of authorized signatory must be accompanied by copy of the board resolution authorising the new person(s), duly certified by your Director/Company Secretary. In addition to the above, the signature of the new person may also be attested by your Bankers, as an added precaution.

In case you are an individual or a corporate, you need to submit your request for change of signature to your depository participant, along with the necessary documents as may be required by your depository participant.

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

- 8. I have dividend warrants which have remain un-encashed. The validity period of these warrants have expired. I want to encash these warrants. How can I do it?**

Ans: In case you have any of the dividend warrants which have remained un-encashed for any reason and the validity period of these warrants have expired, you will need to submit these warrants to the Company/ R & T Agent for revalidation, along with an application on plain paper for revalidation, duly signed by all the registered holders alongwith the bank account details as mentioned under point no. 10. On submission of these warrants to the Company/ R & T Agent, the dividend amount will be directly credited to your bank account provided by you.

- 9. I have lost/not received the dividend warrants issued by KOEL. How can I get warrants now?**

Ans: In case you have lost/not received any of the dividend/ warrants, please make an application to the Company/ R & T Agent on plain paper, duly signed by you, mentioning the fact of the lost warrants and with a request for issue of duplicate warrants. The application must be accompanied by a cancelled cheque and Letter of Undertaking as per format given in [Annexure D](#). Please note that the dividend will be credited to your bank account registered by you with us, on verifying the status of the warrants.

- 10. I want to register a new NECS Mandate/change existing NECS Mandate. What is the procedure for the same?**

Ans: If you are holding shares in physical form, you can add a new NECS Mandate or change an existing NECS Mandate already registered with the Company by making an application to the Company/ R & T Agent. The format of the application form is given in [Annexure E](#). The form should be signed by all the registered holders and should contain all the relevant bank account details accurately. For accurate entry of your bank account details in our records, please attach a photocopy of a cancelled cheque issued by your bank, in respect of the account you wish to make a mandate for. In case you are not able to give a photocopy of the cheque, please get the details of the bank account duly attested by your banker. Please read the instructions given on the form carefully before filling and sending the application form.

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

11. I want to register a nomination on the shares held by me in your Company. What is the procedure for the same?

Ans: In case you want to nominate any person as a nominee for the shares held by you in the Company, please make an application in the prescribed form given in [Annexure F1](#) and [Annexure F2](#), duly signed by all the registered holders. The nomination will be registered and intimation will be sent to you at your registered address, confirming the nomination.

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant (DP) with whom you maintain your demat account. Please check with your DP for further details.

12. I hold shares jointly in your Company in physical form. I want to delete the name of one or more of the joint holder(s) on account of his/her death or for any other reason. What is the procedure for the same?

Ans: In case you are holding shares with one or more persons jointly, and you want to delete the name of one or more of the joint holder(s) on account of his/her death, please make an application to the Company on plain paper, duly signed by all the surviving holders. The application must be accompanied by an attested copy of the death certificate of the deceased joint holder(s) and the relevant share certificate. The name of the deceased joint holder will be deleted and the R&T Agent will follow the process as mentioned in Question 1 as per SEBI Circular No. 2.

In case you want to delete the name of the joint holder(s), other than in case of his/her death, you will need to follow the procedure for transfer of shares in physical form, with the names of existing joint holders as transferors and the names of the proposed holders as the transferees. All the applicable formalities for transfer of shares mentioned in point no. 1 will have to be complied in this case.

13. I hold shares in your Company in a single name in physical form. I want to add one or more persons as joint holder(s) of the shares. What is the procedure for the same?

Ans: Please note that not more than three persons can hold shares jointly at any time. If you want to add one or more (maximum 2) persons as joint holders of the shares, you will need to follow the procedure for transfer of shares, with the name of the existing holder(s) as transferors and the names of all the proposed joint holder(s) as transferees. All the applicable formalities for transfer of shares mentioned in point no. 1 will have to be complied in this case.

14. I hold shares jointly one or more joint holders. I want to change the order in which the shares are now held, so that existing joint holder becomes the first holder. What is the procedure for the same?

Ans: The process of changing the order of the joint holding is called transposition of holdings. For this purpose, you will need to follow the procedure for transfer of shares, with the names of joint holders in the existing order, as transferors and the names of the joint holders in the desired order, as transferee. All the applicable formalities for transfer of shares mentioned in point no. 1 will have to be complied in this case.

15. I hold shares more than one folio in your company and want to consolidate all my holdings in one folio. What is the procedure for the same?

Ans: If want to consolidate all your shares held by you in different folios in the Company into any one folio, you will need to follow the procedure for transfer of shares. In this case, transfer will have to be done separately for each different folio. In such transfer, the transferee folio no. in which the consolidation has to be done, has to be entered in the space provided for this purpose in the transfer form. The names of the shareholders in the transferor folio will have to be entered in the space provided for transferor folio and the names of the shareholders in the transferee folio will have to be put in the space provided for transferee. All the other formalities for transfer of shares will have to be complied in this case.

16. I hold shares in physical form. I want to dematerialize these shares and transfer them to my demat account. What is the procedure for the same?

Ans: If you want to dematerialize the shares held by you in physical form, and transfer them to your demat account, you will have to follow the following procedure –

- i. In case you do not have a demat account, you will have to open a demat account with a depository participant (DP) of your choice. Please note that the demat account must be in the same name(s) as are mentioned in the share certificate. In case of any difference in the names, the application for demat of shares is liable to get rejected.
- ii. Once you have opened a demat account, or if you have already opened a demat account, please approach your DP and fill in the Demat Request Form (DRF) and submit the same to the DP, duly signed by the registered holders, along with the original share certificates.
- iii. If you feel that your signature on the DRF will not match with the signature registered with the Company, please submit all the relevant documents for signature verification, as are given in the FAQ for the same.
- iv. The DP will surrender the DRF and the shares to the company with a covering letter requesting the company to confirm the demat. After verifying the documents received from the DP, the company will confirm the demat to the Depository.

- v. This confirmation will be passed on from the Depository to the DP, which holds your account. After receiving this confirmation from the Depository, the DP will credit the account with the dematerialized shares. The DP will then hold the shares in the dematerialized form on your behalf and you become the beneficial owner of these dematerialized shares.

17. I hold shares in dematerialized form in your Company. I want to have physical certificates for the shares held by me in your Company. What is the procedure for the same?

Ans: The procedure for conversion of shares held in demat form to physical form is called rematerialization. However, as an on-going measure to enhance ease of dealing in securities markets by investors, SEBI has been decided that listed companies shall henceforth issue the securities in dematerialized form only (vide Gazette Notification no. SEBI/LAD-NRO/GN/2022/66 dated January 24, 2022) while processing the following service request:

- a) Issue of duplicate securities certificate
- b) Claim from Unclaimed Suspense Account
- c) Renewal / Exchange of securities certificate
- d) Endorsement
- e) Sub-division / Splitting of securities certificate
- f) Consolidation of securities certificates/folios
- g) Transmission
- h) Transposition

Hence, rematerialisation of shares is not allowed as per SEBI Circulars.

18. I want to register a Power of Attorney/revoke a Power of Attorney duly registered earlier. What is the procedure for the same?

Ans: If you want to delegate some of the powers in respect of your shares to some other person, please execute a Power of Attorney (POA) in consultation with your advocate, delegating the rights to a person whose name is mentioned in the POA. Please lodge the duly notarized POA with the Company. Your POA will be registered and an intimation will be sent to you confirming the registration of the POA.

If you want to revoke a POA already registered with us, please send an application duly signed by all the registered holders. Our registrars will update their records for POA revocation and an intimation will be sent to you confirming the noting of revocation of the POA.

Please note that if you are holding shares in dematerialized form, all the aforesaid details are to be given to the depository participant with whom you maintain your demat account.

- 19. I want to stop a transfer, which has been sent for registration fraudulently, because of loss of share certificate. What is the procedure for the same?**

Ans: If you wish to stop transfer of shares certificates, which have been lost, please make an application to the Company/Registrars on plain paper, duly signed by all the registered holders, with or without a copy of an FIR lodged with the police.

If you submit this letter without FIR copy, a temporary stop transfer request will be registered on your folio. You will need to submit a copy of the FIR lodged the police for loss of share certificates within 21 days of submission of this letter, failing which the stop transfer request will be removed by the Registrars. On filing an FIR, the stop transfer will be for a temporary period of 21 days. If you want to stop transfer permanently, a court order/injunction will be needed to be submitted.

If your letter for stop transfer is registered with a copy of the FIR lodged with the police, a permanent stop transfer will be registered against your folio. This stop transfer will remain in force till you apply to the Company/Registrars for removal of the stop transfer.

- 20. How to claim the shares, unclaimed dividend, fractional sales proceeds which are transferred to the Investors Education and Protection Fund (IEPF) authority?**

Shareholders are requested to follow procedure prescribed by the IEPF Authority in order to claim dividend and/ or Shares transferred to IEPF. For more information Shareholders can visit the IEPF authority website: www.iepf.gov.in.

- 21. What was the ratio for allotment of equity shares by the Company as per Scheme of Arrangement?**

Hon'ble High Court of Judicature at Bombay vide its order dated 31 July 2009 read with its order dated 19 March 2010 has approved the Scheme of Arrangement between Kirloskar Oil Engines Limited (now known as Kirloskar Industries Limited – Demerged Company) and Kirloskar Engines India Limited (now known as Kirloskar Oil Engines Limited – Resulting Company) and their respective shareholders and creditors. The Scheme has become effective from 31 March 2010.

The Engines and Auto Components business of Demerged Company was transferred and vested with the Company i.e. Kirloskar Oil Engines Limited on becoming effective of the Scheme of Arrangement.

The ratio as per said Scheme of Arrangement was:

Every shareholder of the Demerged Company holding 20 (Twenty) equity shares of Rs. 2/- (Rupees two only) each in the Demerged Company as on the Record Date (22 April 2010 was fixed) will be:

1. issued 15 (Fifteen) Equity Shares in Resulting Company of Rs.2/- (Rupees two only) each credited as fully paid up; and
2. issued 1 (one) equity share of Rs.10/- (Rupees ten only) each of Demerged Company credited as fully paid up.

Accordingly, on 30 April 2010 the Company has issued and allotted 145,629,285 equity shares of Rs. 2/- each to the shareholders of Demerged Company who were holding equity shares as on 22 April 2011 i.e. Record Date.

22. When were the equity shares, allotted as per Scheme of Arrangement, listed on the Stock Exchanges?

The equity shares of the Company were permitted for listing and dealing on Bombay Stock Exchange Limited (BSE) and National Stock Exchange of India Limited (NSE) with effect from 24 December 2010. The scrip Code are as under:

1. BSE – 533293
2. NSE – KIRLOSENG

23. What was the ratio for allotment of equity shares by the Company as per Composite Scheme of Arrangement in the year 2015?

Hon'ble High Court of Judicature at Bombay vide its order dated 30 April 2015 had approved the Composite Scheme of Arrangement and Amalgamation between Kirloskar Brothers Investments Limited (KBIL - Transferor / Demerged Company), Kirloskar Oil Engines Limited (KOEL - Transferee Company) and Pneumatic Holdings Limited (PHL - Resulting Company) and its respective shareholders and creditors. The said Composite Scheme has become effective from 30 June 2015.

Pursuant to the scheme, new equity shares of both KOEL and PHL were allotted to shareholders of KBIL in the following ratio as per their shareholding as on record date i.e. 11 July 2015:

Every shareholder of KBIL holding:

- a) 1 equity share of Rs. 10/- each will be issued 1 equity share of PHL of Rs. 10/-.
- b) 5 equity shares of Rs. 10/- each will be issued 76 equity shares of KOEL of Rs. 2/-.

Request for Transmission of Securities by Nominee or Legal Heir
(For Transmission of securities on death of the Sole holder)

**Annexure C –
ISR 5**

To:

The Listed Issuer/RTA,
(Address)

(Name of the Listed Issuer/RTA)

Name of the Claimant(s) Mr./Ms.	
Name of the Guardian <input type="checkbox"/> <i>in case the claimant is a minor</i> →	Date of Birth of the minor* Mr./Ms.
Relationship with Minor: <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Court Appointed Guardian*	
[Multiple PAN may be entered] PAN (Claimant(s)/Guardian): <input type="text"/> <input type="checkbox"/> KYC Acknowledgment attached <input type="checkbox"/> KYC form attached	
Tax Status: <input type="checkbox"/> Resident Individual <input type="checkbox"/> Resident Minor (through Guardian) <input type="checkbox"/> NRI <input type="checkbox"/> PIO <input type="checkbox"/> Others (please specify)	

**Please attach relevant proof*

I/We, the claimant(s) named hereinabove, hereby inform you about the demise of the below mentioned Securities Holder(s) and request you to transmit the securities held by the deceased holder(s) in my/our favour in my/our capacity as –
☐ Nominee ☐ Legal Heir ☐ Successor to the Estate of the deceased ☐ Administrator of the Estate of the deceased

Name of the deceased holder(s)	Date of demise**
1)	DD / MM / YYYY
2)	DD / MM / YYYY
3)	DD / MM / YYYY

***Please attach certified copy of Death Certificate.*

Securities(s) & Folio(s) in respect of which Transmission of securities is being requested

Name of the Company	Folio No.	No. of Securities	% of Claim [@]
1)			
2)			
3)			
4)			

@As per Nomination OR as per the Will/Probate/Succession Certificate/Letter of Administration/ Legal Heirship Certificate (or its equivalent certificate)/ Court Decree, if applicable.

Contact details of the Claimant (s) [Provision for multiple entries may be made]

Mobile No. +91 <input type="text"/>	Tel. No. STD - <input type="text"/>
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Email Address

Address (Please note that address will be updated as per address on KYC form / KYC Registration Agency records)

Address Line 1

Address Line 2

City:

State

PIN | | | | |

Bank Account Details of the Claimant

Bank Name

Account No.

|11-digit IFSC | |

A/c. Type (✓) ☐ SB ☐ Current ☐ NRO ☐ NRE ☐ FCNR

| 9-digit MICR No. | |

Name of bank branch

City

PIN | | | | |

Please attach & tick✓ ☐ Cancelled cheque with claimant's name printed **OR** ☐ Claimant's Bank Statement/Passbook (duly attested by the Bank Manager)

I also request you to pay the UNCLAIMED amounts, if any, in respect of the deceased securities holder(s) by direct credit to the bank account mentioned above.

Additional KYC information (Please tick✓ whichever is applicable)

Occupation ☐ Private Sector Service ☐ Public Sector Service ☐ Government Service
☐ Business ☐ Professional
☐ Agriculturist ☐ Retired ☐ Home Maker ☐ Student ☐ Forex Dealer ☐ Others
(Please specify)

The Claimant is ☐ a Politically Exposed Person ☐ Related to a Politically Exposed Person ☐ Neither (Not applicable)

Gross Annual Income (₹) ☐ Below 1 Lac ☐ 1-5 Lacs ☐ 5-10 Lacs ☐ 10-25 Lacs ☐ 25 Lacs-1crore ☐ >1 crore

FATCA and CRS information

Country of Birth _____ Place of Birth _____
Nationality _____

Are you a tax resident of any country other than India? ☐ Yes ☐ No

If Yes, please mention all the countries in which you are resident for tax purposes and the associated Taxpayer Identification Number and its identification type in the column below

Country	Tax-Payer Identification Number	Identification Type

Nomination® (Please ✓ one of the options below)

☐ I/We **DO NOT** wish to make a nomination. *(Please tick ✓ if you do not wish to nominate anyone)*

☐ I/We wish to make a nomination and hereby nominate the person/s more particularly described in the **attached Nomination Form** to receive the securities held in my/our folio in the event of my / our death.

@ Guardian of a minor is not allowed to make a nomination on behalf of the minor

Declaration and Signature of the Claimant(s)

I/We have attached herewith all the relevant / required documents as indicated in the attached *Ready Reckoner as per Annexure A*.

I/We confirm that the information provided above is true and correct to the best of my knowledge and belief.

I/We _____ undertake _____ to _____ keep _____ (Name of the Company) / its RTA informed about any changes/modification to the above information in future and also undertake to provide any other additional information as may be required by the RTAs.

I/We _____ hereby _____ authorize _____ (Name of the Company) and its RTA to provide/ share any of the information provided by me/us including my holdings in the (Name of the Company) to any governmental or statutory or judicial authorities/agencies as required by law without any obligation of informing me/us of the same.

Place _____	Signature of Claimant(s)
Date _____	

Documents Attached

- ☐ Copy of Death Certificate of the deceased holder
- ☐ Copy of Birth Certificate (in case the Claimant is a minor)
- ☐ Copy of PAN Card of Claimant / Guardian
- ☐ KYC Acknowledgment OR
- ☐ KYC form of Claimant
- ☐ Cancelled cheque with claimant's name printed OR ☐ Claimant's Bank Statement/Passbook
- ☐ Nomination Form duly completed
- ☐ Annexure D - Individual Affidavits given EACH Legal Heir
- ☐ Original security certificate(s)
- ☐ Annexure E - Bond of Indemnity furnished by Legal Heirs
- ☐ Annexure F - NOC from other Legal Heirs

***Note:** For transmission service requests, Form ISR-4 as per SEBI circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/8 dated January 25, 2022 will not be required.

[]

Note: *To be executed in the presence of a Public Notary / Gazetted Officer*

Bond of Indemnity to be furnished jointly by all Legal Heir(s) including the Claimant(s)
(To be submitted on Non-judicial Stamp Paper of appropriate value)

[For Transmission of Securities on death of Sole Securities' Holder, where no nomination has been registered]

I/We do hereby solemnly affirm and state on oath as follows:

That Mr. /Ms. _____ *Name of the deceased holder* was holding the following securities:

Name of the Company	Certificate No.	Distinctive No.	Folio No.	No. of securities held
1				
2				
3				
4				

That the aforesaid deceased holder died *intestate* on _____, without registering any nominee, leaving behind him/her the following persons as the only surviving legal heirs, according to the laws of intestate succession applicable to him/her by which he/she was governed at the time of his/her death.

Name of the Legal Heir(s)/Claimant(s)	Address and contact details	Age	Relationship with the Deceased
1			
2			
3			
4			

OR

That the aforesaid deceased holder died on _____, without registering any nominee, leaving behind him/her the following persons as the only surviving legal heirs, according to the laws of testamentary succession.

Name of the Legal Heir(s)/Claimant(s)	Address and contact details	Age	Relationship with the Deceased
1			
2			
3			

Therefore, I/We, the Legal Heir(s)/Claimant(s) and deponent(s) herein has/have, approached _____ (Name of the Company/RTA) with a request to transmit the aforesaid securities in the name of the undersigned Mr. /Ms. [Name(s) of the legal heir(s)/claimant(s)] _____ #, on my/our behalf, without insisting on production of a Succession Certificate/ Probate of Will / Letter of Administration or any Court order, for which we execute an indemnity as is herein contained and on relying on the information herein given by us, believing the same to be true.

In consideration therefore of my/our request to transfer/transmit the above said securities to the name of the undersigned Mr. /Ms. [Name(s) of the legal heir(s)/claimant(s)] #,

I/We hereby jointly and severally agree and undertake to indemnify and keep indemnified, saved, defended, harmless, [Name of the Company/ Issuer and any RTA] and its successors and assigns for all time hereafter against all losses, costs, claims, actions, demands, risks, charges, expenses, damages, etc., whatsoever which they may suffer and/or incur by reason of transferring the said securities as herein above mentioned, at my/our request to the undersigned Mr./Ms. [Name(s) of the legal heir(s)/claimant(s)] #, without insisting on production of a Succession Certificate / Probate of Will / Letter of Administration or any Court order.

IN WITNESS WHEREOF the said 1) Mr. /Ms. _____ (Name and signature of the witness) _____

And 2) Mr. /Ms. _____ Name and signature of the witness _____ #, have hereunto set their respective hands and seals this day of _____ Signed and delivered by the said legal heir/s.

Name the Legal Heirs	Signature of the Legal Heirs
1	X
2	X
3	X

(*) = Name of the deceased security holder (#) = Name of the claimant/s

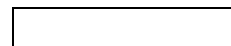
Signed before me

at: _____

on: _____

Signature of Notary

Official stamp & seal of the Notary & Regn. No.:



Individual Affidavits to be given by ALL the Legal Heirs OR Legal Heirs named in Succession Certificate*/ Probate of Will*/ Will*/ Letter of Administration*/ Legal Heirship Certificate*(or its equivalent certificate)*/Court Decree*

(For Transmission of securities on death of Sole Holder where NO NOMINATION has been registered)

Each Deponent (legal heir) shall sign separate Affidavits.

(To be executed on a non-judicial stamp of appropriate value and Notarized)

I, _____ Son /
daughter _____ of
_____ residing _____ at

_____ do hereby solemnly affirm and state on oath
as follows.

That Mr. /Mrs _____ @ ("the
deceased holder") held the following securities in his / her name as single
holder:

Company Name	Folio No.	No. of securities held
1)		
2)		
3)		

☐ That the aforesaid deceased holder died *intestate* leaving behind him/her, the following persons as the only surviving heirs as per the Succession Certificate/ Legal Heirship Certificate(or its equivalent certificate)/Court Decree dated _____ / according to the Law of Intestate Succession by which he/she was governed at the time of his/her death and without registering any nominee. *

OR

☐ That the aforesaid deceased holder died leaving behind the following persons as the legatees as per the Will/ Probated Will/ Letter of Administration dated _____ and without registering any nominee. *

A copy of the **Succession Certificate*/ Probate of Will*/ Will*/ Letter of Administration*/ Legal Heirship Certificate*(or its equivalent certificate)*/ Court Decree*** is attached herewith.

Name of the Legal Heir(s)	Address and contact details	Age	Relation with the Deceased
1)			
2)			
3)			

That among the aforesaid legal heirs, Master/ Kum. _____ aged _____ years is a minor and is being represented by Mr./Ms. _____ \$ being his / her father / mother / legal guardian.

Signature of the Deponent:

X _____

VERIFICATION

I hereby solemnly affirm and state that what is stated herein above is true and correct and nothing has been concealed therein and that we I am competent to contract and entitled to rights and benefits of the abovementioned securities of the deceased.

Solemnly affirmed at

Signature of the Deponent:

X _____

Signed before me

Place: _____

Date : _____

X _____

Signature of Notary with Official Seal
of Notary& Regn. No.

* *strikeout whichever is not applicable*

= *Name of the legal heir* @ = *Name of the deceased security holder*

\$ = *Name of the Guardian*

[]

Note: ***To be executed in the presence of a Public Notary / Gazetted Officer***

[To be submitted in non-judicial stamp paper of appropriate value]

No-Objection Certificate from the Legal Heir(s)

Format of NOC from other Legal Heir(s) for Transmission of Securities in favour of the Claimant(s) wherein the Sole Holder is deceased and NO NOMINATION has been registered

DECLARATION

I/We, the legal heir(s) of late Mr. / Ms _____ (name of the deceased holder) declare as follows –

- (i) That the above named deceased holder was holding the following securities in his / her name as single holder:

Name of the Company	Folio No.	No. of securities held
1)		
2)		
3)		

- (ii) That the deceased had died intestate on DD / MM / YYYY .and without registering any nominee.

- (iii) That the following Claimant(s) has/have applied for the transmission of the aforesaid securities:

Name of the Claimant(s)	Address and contact details	Age	Relationship with the deceased
1)			
2)			
3)			

- (iv) That I / We are the legal heir(s) of the deceased holder, apart from the Claimant(s) who has/ have applied for transmission of the aforesaid securities and our details are as follows:

Name of the Legal Heir(s)	Address and contact details	Age	Relationship with the deceased
1)			
2)			
3)			

(v) I / we hereby declare that, I / we do not desire to make any claim in respect of the title to the aforesaid securities held by the deceased and I / we hereby wilfully relinquish & renounce all my /our rights in respect of the aforesaid securities and shall have no legal claim upon said securities in future.

(vi) Accordingly, I / we declare that I / we have NO OBJECTION WHATSOEVER in _____ (Name of the Company) transmitting the aforesaid securities in favour of the Claimant(s) Mr. / Ms. _____.

(vii) I / we hereby state that whatever is stated herein above are true to the best of my/our knowledge and nothing has been concealed therein.

Name(s) and Signature(s) of Legal Heir(s) who are Non – Claimant(s):

1) _____
2) _____
3) _____

VERIFICATION

We hereby solemnly affirm and state that what is stated herein above is true to our knowledge and nothing has been concealed therein and that we are competent to contract and entitled to rights and benefits of the above mentioned securities.

Solemnly affirmed at _____

Deponent(s) (1) _____ (2) _____ (3) _____

Annexure B

Application for Issue of Duplicate Share Certificate

Date:-

To,

Link Intime India Pvt Ltd

Unit :- (company name)

Block No. 202 2nd Floor Akashy Complex

Near Ganesh Temple off Dhole Patil Road

Pune- 411001

Dear Sir,

I/We, (**Name & Address of Share Holder**) the undersigned apply for issue of duplicate share certificate(s) held by me/us in folio no.----- --.

<i>Folio No.</i>	<i>Share Certificate Nos.</i>	<i>Distinctive Nos.</i>	<i>No of Shares</i>	<i>Face Value</i>

The following documents are submitted in support my/our claim for issue of duplicate share certificate(s) to us:

- 1) FIR/Acknowledgement copy of the Police complaint, in Original.
- 2) Indemnity Bond on a Non Judicial Stamp Paper of Rs.500/- duly attested.
- 3) Affidavit Rs.100/- Non Judicial Stamp Paper duly affirmed by Notary Public.
- 4) Proof of Identification, including that of Joint Shareholder(s), duly attested by SEM/SEO/Notary Public.
- 5) Banker Signature Attestation including that of Joint Shareholder(s).

Kindly let us know the further course of action from my/our end and issue the duplicate share certificate(s) to us at the earliest.

Thanking you,

Yours faithfully,

<i>Sr. No.</i>	<i>Name of the Shareholder(s)</i>	<i>Signature of the Shareholder(s)</i>
1)		
2)		

Encl.:-a/a

INDEMNITY

[For issuance of duplicate securities]

Note: This indemnity is to be executed in the presence of a Public Notary / Gazetted Officer

[To be submitted in non-judicial stamp paper of appropriate value]

I/We, _____
____ Son / daughter / spouse / of _____
residing _____ at _____
_____ having Permanent Account No (s) _____
do hereby solemnly affirm and state on oath
as follows.

1. That I/we, am/are the sole/joint holder/s of the Securities in following folios. I/We request you to issue duplicate certificate(s) for securities, as detailed below in my/our name(s):

Name of the Company	Certificate No.**	Distinctive No.**	Folio No. **	No. and Face value of securities held
1				
2				
3				
4				

**In case of non-availability of Certificate Nos./Distinctive Nos./ Folio nos., security holder shall obtain the same from RTA.

2. That the above securities were acquired by me/us for valuable consideration out of my/our own investment/funds against allotment in Public Issue/allotment in Right Issue or acquired from the market/through inheritance in the year(s)
3. I/We hereby jointly and severely agree and undertake to indemnify and keep indemnified, saved, defended, harmless, the aforesaid (Name of the Company/RTA) and its successors and assigns for all time hereafter against all losses, costs, claims, actions, demands, risks, charges, expenses, damages, etc.,

whatsoever which you may suffer and/or incur by reason of your, at my/our request, issuing the said Duplicate Securities as herein above mentioned, to the undersigned.

IN WITNESS WHEREOF the said 1) Mr. /Ms. _____ (Name and signature of the witness) _____

And 2) Mr. /Ms. _____ Name and signature of the witness _____ #, have hereunto set their respective hands and seals this day of _____

Address of First holder / Applicant : _____	
Pincode _____	
Tel. No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email id	_____
Date	_____

Signature of All holder(s) / Applicant(s) : _____ _____

FOR OFFICE USE ONLY Signature checked by : _____
--

Signed before me
at: _____

on:: _____

Signature of Notary / JMFC

Official stamp & seal of the Notary Magistrate/ Notary & Regn. No.:

AFFIDAVIT

[For issuance of duplicate securities]

Note: ***This affidavit is to be executed in the presence of a Public Notary***

[To be submitted in non-judicial stamp paper of appropriate value]

I/We, _____
Son / daughter/spouse of _____ residing at _____
_____, having Permanent Account No (s) _____
do hereby solemnly affirm and state on oath as follows.

1. That I/We, _____ (“all the shareholders”) hold the following _____ (number of) securities under Folio no. _____ in _____ (name of the company) in my/ our name as single holder / joint holder:

Company Name	Folio No.	No. of securities held	Security Certificate No.	Distinctive Nos.	
				From	To
1)					
2)					
3)					

2. I/We _____ further swear / solemnly declare that I/ we am/are applying for issue of duplicate certificate(s) to me/us on the ground that the original security(ies) certificate(s) has/have been misplaced / not found by me/us, despite a diligent search made by me/us in this behalf.
3. I/We _____ further swear /solemnly declare that the said securities are not sold or pledged or deposited by way of security to any person/company.
4. I/We _____ hereby further swear / solemnly declare that if, after the duplicate share certificate(s) is / are issued to us as aforesaid, the original

security(ies) certificate(s) is / are at any time subsequently, found, recovered or traced by us or by anyone on our behalf, then, we unconditionally undertake not to deal with the said original share certificate(s) in any manner whatsoever (whether by physical transfer or dematerialization or as security or pledge) and further unconditionally undertake to promptly surrender the original share certificate(s) to the RTA / Company, for cancellation.

5. I/We

_____ am/are making the above solemn declaration on oath with full knowledge of the fact that in the event the original security (ies) certificate(s) issued is /are found, recovered and traced by me/us and instead of surrendering the same is / are dealt with by me/us as aforesaid, the Company will be at liberty to adopt civil and / or criminal proceedings against me/us for my/our failure to promptly surrender the original security (ies) certificate(s), for cancellation and for breach of my/our solemn declaration and undertaking not to deal with the original security (ies) certificate(s) in any manner whatsoever as aforesaid at my/our entire risk as to cost and consequences.

Signature of all deponents :

X _____

VERIFICATION

We hereby solemnly affirm and state that what is stated herein above is true to our knowledge and nothing has been concealed therein and that we are competent to contract and entitled to rights and benefits of the above mentioned securities.

Deponent(s) (1)_____ (2)_____ (3)

Solemnly affirmed at _____

Signature of the Deponent(s): X_____

Signed before me

Place: _____

Date : _____

X -----

Signature of Notary with Official Seal
of Notary & Regn. No.

NOTICE

Notice is hereby given that the share certificate(s) for _____equity shares of Kirloskar Oil Engines Limited under Folio No. _____ standing in the name of _____ J/w _____ have been lost or misplaced and undersigned have applied to the Company to issue duplicate share certificate(s) for the said shares. Any person(s) who have claim in respect of the aforesaid shares should lodge claim for the same with the Company at its Registered Office: Laxmanrao Kirloskar Road, Khadki, Pune- 411003, within 15 days from the date of this notice, else the Company will proceed to issue duplicate share certificate(s).

Sd/-

Name of the Shareholder: _____

Date: _____

Place: _____

Annexure C

FORMAT OF AFFIDAVIT/DECLARATION FOR CHANGE OF SIGNATURE

(Please type this Affidavit after carefully reading the notes mentioned below the format)

AFFIDAVIT

I, _____ son/daughter/spouse of _____ aged ____, residing at _____, do hereby solemnly affirm and declare as under:

1. That I, Shri/Smt. (Name of the shareholder/s), am holding _____ equity shares in (the name of the company) covered under Folio No. _____ and Share Certificate No(s). _____, bearing Distinctive Nos. _____ to _____ of the face value of Rs. __/- each.

<u>Folio No.</u>	<u>Certificate Nos.</u>	<u>Distinctive Nos.</u>	<u>Shares covered in each certificate</u>
------------------	-------------------------	-------------------------	---

The abovementioned shares have been acquired by me out of my own investments/funds against (allotment in Public Issue/ Right Issue/Bonus issue) or from the market in the year ____).

2. I am residing at the abovementioned address and have not changed my address in the past three years.

OR

I am residing at the abovementioned address for the past (period of time at the present address) and before that I was staying at (the earlier address) for (period of time at the earlier address).

3. That I have changed my signature.

OR

That my signature has changed/alterd by passing of time.

Therefore I request that the specimen signature registered in the records of the Company be cancelled and my present signature be taken on record against the same.

4. I hereby affirm that the Transfer Deeds for sales of securities bearing my signature appended hereinbelow can be taken as validly executed by me for all purposes, and intents of transferring the ownership of securities held by me under the Folio No. _____.

5. On registering the new signature in the records, I do hereby covenant with the Company, its successors and assigns and agree and undertake at all times save, defend and to indemnify and keep indemnified the Company, its successors and assigns its estate and effects, and its directors, manager, secretary and shareholders and their heirs, executors and assigns from and against all actions, suits, proceedings, accounts, claims and demands whatsoever for or on account of the said shares or dividends or any part thereof or otherwise in connection with the same, and from and against all losses, costs, claims, actions, demands, risks, charges, expenses, damages and losses arising in any manner howsoever.

I am executing this declaration to be submitted to the concerned authorities for the change of signature.

I hereby state that whatever is stated herein above are true to the best of my knowledge.

Solemnly affirmed at _____)

On this ____ day of _____) (Signature of the Applicant)
Deponent

Identified by me

Before Me

Advocate

Notary

NOTES:

- 1. Affidavit should be on Non-judicial stamp paper of Rs.100/-.*
- 2. Please do not just type this format as it is.*
- 3. Affidavit should be attested by Notary.*

Form ISR – 2

(see circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

Confirmation of Signature of securities holder by the Banker

1. Bank Name and Branch			
2. Bank contact details Postal Address Phone number E-mail address			
3. Bank Account number			
4. Account opening date			
5. Account holder(s) name(s)	1)		
	2)		
	3)		
6. Latest photograph of the account holder(s)			
	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 10px; text-align: center;">1st Holder</div> <div style="border: 1px solid black; padding: 10px; text-align: center;">2nd Holder</div> <div style="border: 1px solid black; padding: 10px; text-align: center;">3rd Holder</div> </div>		
7. Account holder(s) details as per Bank Records			
a) Address			
b) Phone number			
c) Email address			
d) Signature(s)			
1)	2)	3)	
Signature verified as recorded with the Bank			
Seal of the Bank			
	(Signature)		
Place:	Name of the Bank Manager		
	Employee Code		
Date:	E-mail address		

FORMAT OF LETTER OF UNDERTAKING FOR ISSUE OF DUPLICATE DIVIDEND

(Please type this letter after carefully reading the notes mentioned below the format)

To,
The Company Secretary/Board of Directors,
(Name of the Company)
Address of the Company

Dear Sir(s),

Sub: Issue of Duplicate Dividend Warrant

I, (name of the applicant(s) aged __ years, residing at (address of the applicant), hold __ equity shares of (name of the Company) of Rs. __ each, of the following description;

<u>Folio No.</u>	<u>Certificate</u>	<u>Distinctive Nos.</u>	<u>No of Shares</u>
------------------	--------------------	-------------------------	---------------------

For my above holding, the dividend warrant(s) of the following description were issued by the Company.

<u>Year</u> <u>Rs.</u>	<u>Dividend Warrant No.</u>	<u>MICR No.</u>	<u>Amount in</u>
---------------------------	-----------------------------	-----------------	------------------

I have lost/misplaced the abovementioned dividend warrant(s). I confirm that I have not encashed the said dividend warrant(s).

I request the Company to please issue duplicate dividend warrant(s) in lieu of the original dividend warrant(s) for the abovementioned financial year(s) for the shares covered under Folio No. _____ and bearing Certificate No(s). _____. In consideration of the Company having agreed to issued duplicate dividend warrant(s) in my name, I am executing a bond in favour of the Company.

Upon the Company, having agreed to issued duplicate dividend warrant(s) in lieu of the original dividend warrant(s) issued earlier for the aforesaid shares, I, the undersigned applicant hereunder for myself, my heirs, executors, administrators and assigns do hereby jointly and severally covenant with the Company, its successors and assigns and agree and undertake at all times save, defend and to indemnify and keep indemnified the Company, its successors and assigns its estate and effects, and its directors, manager, secretary and shareholders and their heirs, executors and assigns from and against all actions, suits, proceedings, accounts, claims and demands whatsoever for or on account of the said shares or dividends or any part thereof or otherwise in connection with the same, and from and against all losses,

costs, claims, actions, demands, risks, charges, expenses, damages and losses arising in any manner howsoever.

I undertake to surrender the said original dividend warrant(s) to the company for cancellation, if and when the same is/are found at a later date.

Yours truly,

(Signature of the Applicant(s))

Name of the Applicant:

Address of the Applicant:

Name and address of Witness

Signature of the Witness

1.

2.

Place ;

Date :

NOTES:

1. Letter should be on Non-judicial stamp paper of Rs.200/- if the dividend amount is above Rs.2,500/-.
2. Letter should be witnessed by two persons.
3. When the letter is furnished on NJS, the same should be duly attested by Notary.

Annexure E

**Mandate Form for receiving payments through Electronic Payment modes
(NECS/NEFT/RTGS)**

To, Link Intime India Pvt. Ltd. Block No. 202, 2nd Floor, Akshay Complex, Near Ganesh Temple, Off. Dhole Patil Road, Pune – 411001	
Unit :	Series/ISIN:

Dear Sir, Sub.:- Payment of Dividend / Interest through NECS / NEFT / RTGS			
I/We hereby give my/our mandate to credit my/our Dividend/Interest on the Shares/NCDs/Bonds held by me/us under the Folio mentioned directly to my/our Bank Account through the National Electronic Clearing System NECS/NEFT/RTGS.			
The Details of the Bank Account are given below.			
Name of First/Sole shareholder / bond holder [IN BLOCK LETTERS]			
Folio No.			
Name of the Bank in Full			
Branch Name			
Address & Telephone No. of the Bank			
9 Digit MICR Code and IFSC Code as appearing on the Cheque leaf.		MICR Code:	IFSC Code:
Type of Account with Code (Pl. tick)	Saving Bank:	Current:	Cash Credit:
Bank A/C No. as appearing on the Cheque leaf.			
Bank Ledger No./Bank Ledger Folio No. if any appearing on the Cheque Book			
PAN / GIR No.			
Address & Email id of Investor			
I/We enclose a blank cancelled Cheque to enable verification of the details.			
I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed because of incomplete of incorrect information, I/We would not hold the Company/the RTA responsible. I/We undertake to inform any subsequent changes in the above particulars before the relevant Book closure /Record Date(s). I/We understand that, the above details shall be maintained by you till I/We hold the shares /bonds in physical mode under the captioned Folio No.			
Place :		Signature of Sole/First Holder	
Date :			

Form No. SH-13**Nomination Form**

[Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014]

To

Name of the company:

Address of the company:

I/We the holder(s) of the securities particulars of which are given hereunder wish to make nomination and do hereby nominate the following persons in whom shall vest, all the rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being made)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) PARTICULARS OF NOMINEE/S —

(a) Name:

(b) Date of Birth:

(c) Father's/Mother's/Spouse's name:

(d) Occupation:

(e) Nationality:

(f) Address:

(g) E-mail id:

(h) Relationship with the security holder:

(3) IN CASE NOMINEE IS A MINOR--

(a) Date of birth:

(b) Date of attaining majority

(c) Name of guardian:

(d) Address of guardian:

Name:

Address:

Name of the Security

Holder (s)

Signature

Witness with
name and address

Form No. SH-14**Cancellation or Variation of Nomination**

[Pursuant to sub-section (3) of section 72 of the Companies Act, 2013 and rule 19(9) of the Companies (Share Capital and Debentures) Rules 2014]

Name of the company:

I/We hereby cancel the nomination(s) made by me/us in favor of.....(name and address of the nominee) in respect of the below mentioned securities.

or

I/We hereby nominate the following person in place of as nominee in respect of the below mentioned securities in whom shall vest all rights in respect of such securities in the event of my/our death.

(1) PARTICULARS OF THE SECURITIES (in respect of which nomination is being cancelled / varied)

Nature of securities	Folio No.	No. of securities	Certificate No.	Distinctive No.

(2) (a) PARTICULARS OF THE NEW NOMINEE:

- i. Name:
- ii. Date of Birth:
- iii. Father's/Mother's/Spouse's name:
- iv. Nationality:
- v. Address:
- vi. E-mail id:

vii. Relationship with the Security holder:

(b) IN CASE NEW NOMINEE IS A MINOR--

i. Date of Birth:

ii. Date of attaining majority

iii. Name of guardian:

iv. Address of guardian:

Signature

Name of the Security

Holder (s)

Witness with name and address

KIRLOSKAR OIL ENGINES LIMITED

Registrar and Transfer Agent (R & T Agent)

Link Intime India Private Limited

Akshay Complex, Block No. 202,
2nd Floor, Off Dhole Patil Road,
Near Ganesh Temple,
Pune (Maharashtra) – 411 001

Phone Nos.-

(020) 26161629 / 26160084

Fax No.-

(020) 26163503

E-mail-

pune@linkintime.co.in