



# TCM Limited

(Formerly Travancore Chemical & Mfg. Co. Ltd.)

54/555, 'Elenjikal', Muttathil Lane, Kadavanthra,

Cochin - 682020, Phone: 0484 2203771

CIN: L24299KL1943PLC001192

## FOR ATTENTION OF ALL THE SHAREHOLDERS HOLDING SHARES IN PHYSICAL MODE

31<sup>st</sup> December 2018

Dear Shareholder(s),

**Subject:-** 1. Submission of PAN and Bank Details  
2. Intimation of Share Transfer in Demat form only w.e.f. 1st April, 2019.

**Reference:-** 1. SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018;  
2. Amendment to Regulation 40 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide SEBI Notification SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018

This has reference to the above mentioned circular and notification of the Securities and Exchange Board of India regarding collection of PAN and Bank Account details of all securities holders holding securities in physical form and intimation to them about transfer of securities in dematerialized form only w.e.f. December 5, 2018, further extended to April 1, 2019.

In order to comply with the above circular, you are requested to provide us the copy of PAN card and Bank Details (Cancelled Cheque leaf/ attested bank passbook showing name of account holder) latest by 22<sup>nd</sup> January 2019.

It may further be noted that pursuant to the above referred SEBI Notification, transfer in securities of the Company shall be allowed in dematerialized form only w.e.f. April 1, 2019 and therefore shareholders of the Company still holding shares in physical form are hereby advised to dematerialize their shares as soon as possible. Transfer of the shares in physical form shall not be allowed after April 1, 2019.

### The process of dematerialization of shares is as follows:

- I. You should be in possession of original share certificate(s) of the Company. In case you are not in possession of original share certificate(s) of the Company, please contact the Registrar & Transfer Agent (RTA) at CameoCorporateServicesLtd, "SubramanianBuilding", 1, ClubHouseRoad, Chennai-600002 TelNo:044-28460390 Email: murali@cameoindia.com.
- II. You need to have demat account in the same name(s)/ order in which the name(s) is appearing on physical share certificate(s). Any mismatch in name(s) will lead to non-acceptance of demat request by Depository Participant (DP).
- III. You need to approach your Depository Participant where you are holding your Demat Account and surrender the original share certificate(s) along with Dematerialization Request Form (DRF) available with DP. At the time of surrendering shares for dematerialization, please also submit your PAN and Identity/Address proof copy. The ISIN for demat of shares of the Company is **INE034F01010**.
- IV. Thereafter, The DP will simultaneously surrender the DRF and the shares to the Company's RTA requesting the RTA of the Company to confirm demat. The Company's RTA after necessary verification of the documents received from the DP will confirm demat to the Depository.
- V. After receiving this confirmation from the Depository, the DP will credit the account with the shares so dematerialized. Thereafter, the DP will hold the shares in the dematerialized form on the Investors' behalf and the Investor becomes the beneficial owner of these dematerialized shares

In case, you have any queries or need any assistance in this regard, please contact the Company/ RTA.

Thanking you,

Yours faithfully

For TCM Limited

Gokul V Shenoy  
Company Secretary

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**BANK DETAILS, EMAIL ID ETC. REGISTRATION FORM  
(FOR PHYSICAL SHARES)**

To:

TCM Limited  
Regd. Office : House No.54/555, MLRWA No.21  
Elenjikal, Muttathil Lane  
Kadavanthra,  
Cochin – 682 020

Dear Sirs,

I give my consent to update the following details in your records for making payments of dividend and sending other communications by electronic means in compliance with the circulars as referred to in your letter dated...31/12/2018.

Folio No. / DP-Client Id: \_\_\_\_\_

Name of the First/Sole holder: \_\_\_\_\_

Bank's Name: \_\_\_\_\_

Branch's Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Account No.: \_\_\_\_\_ Account Type (SB/Current): \_\_\_\_\_

IFSC Code: \_\_\_\_\_ MICR Code: \_\_\_\_\_

PAN: \_\_\_\_\_ Email Id: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of First/Sole Holder

(attested by Bank)

Encl:

(1) Original cancelled cheque

(2) Self attested copy of PAN