

Date: 11<sup>th</sup> March,2022

To,

**Sub.: Furnish / Update KYC pursuant to SEBI Circular no. SEBI/HO/MIRSD/ MIRSD RTAMB /P/ CIR/2021/655 read with SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/687**

Dear Shareholder,

As mandated by above mentioned SEBI circulars dated 3<sup>rd</sup> November, 2021 and 14<sup>th</sup> December, 2021 every physical shareholder is required to update their KYC with the Company and furnishing / update PAN, KYC details and Nomination. It has been observed that your details are not in compliance of said circulars.

Accordingly, you are hereby requested to please furnish/ register / Change in / Update:

- a) PAN,
- b) Nominee,
- c) Contact details (postal address, Mobile number & E-mail),
- d) Bank details and
- e) Signatures.

It is also informed that any outstanding payment including dividend, can only be processed once above mentioned documents/requirements are submitted to RTA.

Further SEBI has instructed RTAs not to process any service requests or complaints received from such holder (s)/ claimant (s) till PAN, KYC and Nomination documents/details are received/updated.

Therefore you are requested to provide following documents to update your KYC in the records of the Company:

- 1) Nomination (Form SH-13)/ Declaration to Opt-out in (Form ISR-3) or Change in nominee (Form SH-14);
- 2) Request for registering PAN, KYC details or changes / updation thereof (Form ISR-1) (Copy of Pan, address proof and Bank details are required to be attached) and
- 3) Confirmation of signature of securities holder by the Banker (Form ISR-2)

Formats of the above documents are enclosed for your necessary action. These forms are also available at the websites of Registrar i.e. [www.skylinerta.com](http://www.skylinerta.com).

You are requested to furnish/update the above information to the Registrar & Transfer Agent of the Company i.e. Skyline Financial Services Private Limited at email address:[sparmar@skylinerta.com](mailto:sparmar@skylinerta.com) and/or [parveen@skylinerta.com](mailto:parveen@skylinerta.com) or send/post your communication to the address at

**Skyline Financial Services Private Limited**

D 153/A, 1st Floor, Okhla Industrial Area, Phase-I,  
New Delhi-110020.

Your prompt response is solicited, thanking you.

Namaste,

For Yash Pakka Limited  
(Formerly Known as Yash Papers Limited)

Sd/-

Bhavna Patel  
Company Secretary and  
Compliance Officer

Encl.: As above