

Sect/113

25 October 2018

The General Manager
Department of Corporate Services
BSE Limited
New Trading Ring, Rotunda Building 1st Floor
P.J.Towers, Dalal Street
Fort, Mumbai 400 001

[BSE Listing Centre]

The Manager
Listing Department
National Stock Exchange of India Limited
Exchange Plaza, 5th Floor
Plot No. C/1, G- Block
Bandra Kurla Complex, Bandra (E)
Mumbai-400 051

[NSE NEAPS]

Dear Sir/Madam,

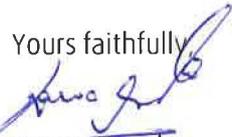
Letter to shareholders for PAN and Bank details

We enclose herewith a copy of our letter dated 22 October 2018 along with a KYC form sent to all shareholders (by Speed Post/ Regd. Post) holding shares in physical form requesting them to provide their PAN and Bank details to the Company as per direction of Securities Exchange Board of India (SEBI) vide its Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20 April 2018.

You are requested to please disseminate the aforesaid letter for information of all Members of the Company. This may please be treated as compliance under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Thanking You,

Yours faithfully



Pawan Marda
Asst. Vice President and Company Secretary

Encl.: As above

Date: 22nd October, 2018

By Speed Post / Registered Post

Folio No.:

UNIT: LINDE INDIA LIMITED
No. of Shares held:

Subject:- **Updation of PAN and Bank Account details of shareholders in physical form**

Dear Sir/Madam,

We refer to the SEBI Circular No SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20 April 2018 followed by NSE and BSE Circulars in July 2018 directing all listed companies to collect the PAN and Bank account details of all shareholders holding shares in physical form.

You are therefore, requested to please submit copies of the following documents for updation in our records:

1. Self attested photocopy of your PAN Card (in case of joint holding, for all the joint holders)
2. Original cancelled cheque leaf of your Bank Account with your name printed on it. In case the cheque leaf does not have your name printed on it, a copy of the Bank Passbook/Statement bearing your name, duly attested by the Bank Official (not older than 3 months).

Note: If the shareholder is a resident of Sikkim, the shareholder is required to submit a valid Identity proof issued by the Government.

➤ **Request for updation of your master data in our records:**

As an added investor service, we request you to please complete the enclosed KYC form which contains your existing information as per our records. While doing so, please check and confirm the data and modify the same in case of any change and then sign the form before sending to us.

We propose to use the information as per the form signed by you for updation of your shareholding master data in our records. This will henceforth enable us to render better investor services to you.

➤ **Request for registration of Nomination details:**

You are also requested to register your nominee in respect of your shareholding by using the Nomination facility provided in the law. Nomination form is available in downloadable format on our website www.linkintime.co.in as well the website of Linde India Limited at www.linde.in.

➤ **Request for updation of your Specimen signatures:**

Please follow the following instructions in case your specimen signature needs to be updated in our records as per the enclosed KYC form:

- Affidavit duly notarised on non-judicial stamp paper of Rs.100/- (format available on www.linkintime.co.in under Resources-Download-General-Change of Signature- Affidavit for change of signature).
- Banker's verification (format available on www.linkintime.co.in under Resources-Download-General-Change of Signature format for signature verification)

You will recall that your Company had earlier this year sent a similar communication for sanitization of your KYC details and the present request is a follow up on the same in compliance with the aforesaid SEBI circular. **You are requested to please send the duly completed enclosed KYC Form along with copies of supporting documents as required within 21 days of this letter to Link Intime India Pvt Ltd, C 101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai – 400 083.** As per SEBI directive, enhanced due diligence procedure will be applicable if PAN and Bank Details mentioned above are not fulfilled.

Yours faithfully,
 For **Link Intime India Pvt Ltd**

Sd/-
 Authorised Signatory

Enclosed: As above

This is a computer generated letter and does not require signature.

KYC FORM

Date: ___/___/2018

To
Link Intime India Private Limited
 Unit: **LINDE INDIA LIMITED**
 C 101, 247 Park, L.B.S. Marg,
 Vikhroli (West)
 Mumbai – 400 083

Dear Sir/Madam,

We refer to the current KYC status as provided by you in the below table:

Name of the Shareholder(s)	PAN (A)	Bank details (B)	Specimen Signature (C)	Email ID (D)	Mobile No. (E)	Nominee Details (F)

Based on the above data, we are forwarding herewith the required supporting documents by ticking in the appropriate checkbox below for all the fields where the status is shown as required in the above table.

A. For registering PAN of the registered and/or joint shareholders (as applicable)

Registered Shareholder Joint holder 1 Joint holder 2 Joint holder 3 (Self-attested copy for all shareholders attached)

B. For registering Bank details of the registered shareholder

Original cancelled cheque leaf Bank Passbook/Bank Statement

C. For registering the specimen signature of registered and / or joint shareholders (as applicable)

Affidavit Banker Verification Original cancelled cheque leaf Bank Passbook/Bank Statement (for all shareholders attached)

D. Email Id:

E. Mobile No.

F. For registering the nominee details by the registered shareholder:

Form SH-13 (The form is available in downloadable format on our website www.linkintime.co.in as well as the website of Linde India Limited www.linde.in)

Note: For residents of Sikkim instead of PAN provide Aadhar Card/Voter ID/Driving License/Passport or any identity proof issued by Government.

I/We hereby confirm that the above mentioned details are true and correct and I/We consent to updating the particulars based on the self-attested copies of the documents enclosed with this letter.

 Signature of Registered holder Signature of Joint holder 1 Signature of Joint holder 2 Signature of Joint holder 3

Folio No.:

UNIT: LINDE INDIA LIMITED
 No. of Shares held: