

SEBI has introduced the following forms to standardize and simplify the processing of investor services requests by RTAs

SEBI vide its circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03,2021 has introduced common and simplified norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination. Key highlights of the circular are as under:

All holders of physical securities of the Company are mandatorily required to furnish the following documents / details to the RTA i.e. BgSE Financials Limited:.

- a. PAN
- b. Nomination
- c. Contact Details
- d. Bank Account details
- e. Specimen Signature

Investors shall submit form ISR-1 to BgSE Financials Limited for updating PAN and other KYC details.

In case of mismatch in the signature of the holder in the records of BgSE Financials Limited, the investor shall furnish original cancelled cheque and banker's attestation of the signature as perform ISR-2.

Investors shall continue to use form SH-13 and SH-14 for declaration of nomination and change in nomination respectively. However, in case investor wants to opt-out of nomination, form ISR-3 shall be filed.

Investors are **requested to ensure the above details are updated with our RTA BgSE Financials Limited before April 1, 2023**, since folios for which the above details are not available thereafter **shall be frozen**.

Form	Description	Download
Form ISR-1	Request For Registering Pan, KYC Details Or Changes / Updation Thereof	Download
Form ISR-2	Confirmation of Signature of securities holder by the Banker	Download
Form ISR-3	Declaration Form for Opting-out of Nomination by holders of physical securities in Listed Companies	Download
Form SH-14	Cancellation of nomination by the holder(s) (along with ISR-3) / Change of Nominee	Download

Form	Description	Download
Form ISR-4	Form for Requesting issue of Duplicate Certificate and other Service Requests for shares/Debentures/Bonds, etc., held in Physical form	Download

In case if you have any queries or need any assistance in this regard, please contact:

BgSE Financials Limited

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