



INDIA GLYCOLS LIMITED

Plot No. 2-B, Sector - 126, NOIDA-201304, Distt. Gautam Budh Nagar (Uttar Pradesh), Tel. : +91 (120) 6860000, 3090100, 3090200
Fax : +91 (120) 3090111, 3090211, E-mail : iglho@indiaglycols.com, Website : www.indiaglycols.com

IGL/SE/2025-26/32

8th August, 2025

The Manager (Listing)
BSE Limited
1st Floor, New Trading Ring,
Rotunda Building, P.J. Towers,
Dalal Street, Mumbai- 400 001

The Manager (Listing)
National Stock Exchange of India Limited
Exchange Plaza, C-1, Block – G,
Bandra Kurla Complex, Bandra (East)
Mumbai – 400 051

Scrip Code: 500201

Symbol: INDIAGLYCO

Dear Sirs,

Sub: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015

With reference to the SEBI Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated 7th May, 2024 & SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated 10th June, 2024 as updated vide Master Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated 23rd June, 2025, attached is the specimen of the letter sent to those security holders holding securities in physical form, who are yet to furnish their Permanent Account Number, Know Your Client details and Choice of Nomination.

This is for your information and record.

Thanking you,

Yours truly,
for India Glycols Limited

Ankur Jain
Head (Legal) & Company Secretary

Encl : As above.



India Glycols Limited

CIN: L24111UR1983PLC009097

Regd. Off: A-1, Industrial Area, Bazpur Road, Kashipur-244713, Distt. Udham Singh Nagar (Uttarakhand)

Tel.: +91 5947 269000/269500 Fax: + 91 5947 275315, 269535

Website: www.indiaglycols.com

Email: compliance.officer@indiaglycols.com

8th August, 2025

Folio Number : _____

S.No. _____
Specimen

Name of Shareholder:

Address of Shareholder:

Dear Shareholder(s),

Sub: Reminder for mandatory furnishing of PAN, KYC Details and Nomination for holders of physical securities

Ref.: SEBI Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated 7th May 2024 & SEBI/HO/MIRSD/POD1/P/CIR/2024/81 Dated 10th June, 2024 as updated vide Master Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/91 dated 23rd June, 2025.

- As you are aware that the Securities and Exchange Board of India ("SEBI") has through the captioned circular dated 7th May, 2024 as updated, mandated all holders of securities in physical form in listed companies to furnish their PAN, Choice of Nomination, Contact details (Postal Address with PIN Code and Mobile Number), Bank Account Details and Specimen Signature for their corresponding folio numbers. Also, PAN to be furnished should be linked with Aadhar.

Registration of E-mail ID is optional, however, the Shareholders are requested to register E-mail ID also, for better communication & to support Green Initiative.

The Company vide its earlier letters dated 14th January, 2022, 13th May, 2023 and 24th May, 2024, informed the physical shareholders of the above requirement and requested them to submit the required details/documents for KYC updation.

- Please note that the Physical Security Holders who have not updated their PAN, Email address, Mobile number, Signature and Bank account details shall be eligible:
 - to lodge grievance or avail any service request from the RTA only after furnishing the aforesaid documents/details.
 - for any payment including dividend, interest or redemption (if any) in respect of such folios, only through electronic mode w.e.f. 1st April, 2024 upon furnishing all the aforesaid details in entirety.
- Since the aforesaid details with respect to the shares held by you in the Company are not recorded in the database of RTA in entirety, accordingly, shareholders holding shares in physical form are requested to provide their **PAN, KYC details, Choice of Nomination to the Registrar & Share Transfer Agent i.e. at MCS Share Transfer Agent Limited, 179-180, 3rd Floor, DSIDC Shed, Okhla Industrial Area, Phase I, New Delhi - 110020 ("RTA") or email at helpdeskdelhi@mcsregistrars.com at the earliest in the required forms as given below:-**

Sl.No.	Purpose	Form
1.	Request for registering PAN, KYC details or Changes/Update thereof (only for shares held in physical mode)	Form- ISR-1
2.	Confirmation of Signature of shareholder by the Banker	Form- ISR-2
3.	Nomination form	Form- SH-13
4.	Cancellation*/Variation in nomination	Form- SH-14
5.	Declaration for opting out of Nomination	Form- ISR-3

* In case of cancellation of nomination, the shareholders shall also submit form ISR-3 in addition to form SH-14.

Shareholders may provide the above documents/details to the RTA for various service requests by way of 'In Person Verification' ("IPV") or post or electronic mode with e-sign.

Shareholders holding shares in physical mode are also requested to convert their shares in the Demat form immediately, as transfer of physical shares except for transmission or transposition cases have been stopped w.e.f. 1st April, 2019 as per SEBI guidelines.

For any clarification, you may contact the RTA at the above mentioned address/e-mail or the Company Secretary at Head Office at Plot No. 2-B, Sector-126, Noida-201304, District Gautam Budh Nagar, Uttar Pradesh or E-mail at compliance.officer@indiaglycols.com.

Yours Sincerely,

For India Glycols Limited

Sd/-

Ankur Jain

Head (Legal) & Company Secretary

Note:- The above said forms and the referred Circular are available on the website of the Company at <https://www.indiaglycols.com/shareholders-communication/>. The forms can also be accessed from the RTA's website at www.mcsregistrars.com/downloads.php.

This being a Computer generated letter, No signatures are required.