

UNITED DRILLING TOOLS LIMITED

CIN: L29199DL1985PLC015796

Regd Office: 139A First Floor, Antriksh Bhawan, 22 K G Marg, New Delhi - 110001

Ph: +91-120-4842400, 2462671, Email: COMPSECT@UDTLTD.COM

Notice to Shareholders / Members for updation of KYC, PAN and Nomination

Dear Shareholder(s) / Member(s),

We wish to inform you that the Securities and Exchange Board of India (SEBI) has by its Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 and Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021 made it mandatory for all holders of *physical Securities* to furnish following documents / details to our Company's designated Registrar & Share Transfer Agent (RTA) and / or to our Company:-

1. Self-attested copy of PAN (in case of Joint holding, PAN is **mandatory** for both holders).
2. For Nomination purposes, we suggest, choose either of one of the 3 option(s) i.e. (a), (b), (c), as under:-
 - a. Either:
 - i. Make a Nomination through **Form SH-13** as provided under Rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014
(OR)
 - ii. Give a declaration to Opt-out through **Form ISR-3**.
 - b. Cancellation of Nomination through **Form SH-14**. Also, we would require a declaration to Opt-out through **Form ISR-3**.
 - c. Change in nomination through **Form SH-14**.
3. Updation of contact details (wherever required) is to made through **Form ISR-1**. For this purpose, we would require your present Communication / Postal Address with PIN Code. Also, Mobile Number and e-mail address with a copy of your Aadhar Card (*self-attested*).
4. Updation of Bank account details (wherever required) is to made through **Form ISR-2**. We also require your Bank Account Cheque (*duly cancelled, in original*).

In view of above, you are requested to please contact or send the above details/forms to our RTA's designated official / representative *Mr. Mahesh Pandey, M/s Alankit Assignments Limited, 4E/2, Alankit House, Jhandewalan Extension, New Delhi - 110055, Ph - 011-42541956*. In the alternate, you may also reach / contact our Company's official *Mr. Nikhil Gupta, Secretarial Department, M/s United Drilling Tools Limited, A-22, Phase-II, Noida - 201305 Distt. Gautam Budh Nagar, UP, Ph - 08750055919*.

You can download the above mentioned **Forms** from our Company's website i.e.; WWW.UDTLTD.COM by following below mentioned path:

{For Investor > Shareholder Information > KYC}

CAREFUL ATTENTION IS INVITED TO S NO. 1 TO 7 HEREINBELOW

1. **Form ISR-1** is mandatory in case of change of Address, Bank details, Nomination & PAN update.
2. **SHAREHOLDERS / MEMBERS HOLDING SHARES IN PHYSICAL FORM ARE REQUESTED TO TAKE NOTE THAT IN CASE OF FAILURE TO PROVIDE THE REQUIRED DOCUMENTS AND DETAILS AS PER AFORESAID SEBI CIRCULARS, ALL FOLIO(S) OF SUCH SHAREHOLDERS / MEMBERS SHALL BE FROZEN ON OR AFTER APRIL 01, 2023 BY THE RTA / COMPANY.**
3. The Securities in the frozen folio/s shall be referred by the RTA / Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and /or Prevention of Money Laundering Act, 2002, if they continue to remain frozen as on **December 31, 2025.**
4. Compulsory linking of PAN and Aadhar by all holders of physical securities as per the Central Board of Direct Taxes (CBDT) Notification S.O. 3814(E) dated September 17, 2021, extended until **March 31, 2022.**
5. Pursuant to regulation 40 of SEBI (LODR) Regulations, 2015, except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository.
6. Pursuant to SEBI Notification No. SEBI/LAD-NRO/GN/2018/24 dated June 18, 2018 and Notification No. SEBI/LAD-NRO/GN/2018/49 dated November 30, 2018 mandated the holders of physical shares to convert their shares to De-mat form at the earliest; *and*
7. In the interest of time, would also appreciate if you mark a copy of your e-mail, correspondence had with our RTA sent to our Company also.

Thanking You,

**Yours Faithfully
For United Drilling Tools Limited**

Sd/-

**Nikhil Gupta
Authorized Signatory**

Encl: Nil