



UNITED DRILLING TOOLS LTD.

CIN : L29199DL1985PLC015796

OIL DRILLING EQUIPMENT MANUFACTURING AND SERVICES

Phones : +91-0120 - 4842400

- 4221777

Fax No.: +91-0120 - 2462675

USE PREFIX FOR CALLING

From outside country - 91 - 120

From outside state - 0120

From New Delhi - 0120

Please Reply to Head Office

26th Floor, Astralis Tower, Supernova

Complex, Sector-94, Noida - 201301,

Distt. G B Nagar, Uttar Pradesh, India

E-mail : ENQUIRY@UDTLTD.COM

Website : WWW.UDTLTD.COM

31/05/2023

UDT/SEC/2023-24/BSE-17-NSE-17

To,
Department of Corporate Service
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai- 400001
Security ID - 522014

Listing Compliance Department
National Stock Exchange of India Ltd.
Exchange Plaza, C-1 Block-G,
Bandra Kurla Complex, Bandra (E),
Mumbai - 400051
Security ID - UNIDT

Sub: Reminder letter to holder of physical securities

Dear Sir/Madam,

Pursuant to the SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March 2023 issued in supersession of SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3rd November, 2021 & SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated 14th December, 2021, the Company has send reminder letter(s) to holders of physical securities for furnishing PAN, KYC details and Nomination.

Enclosed herewith the specimen of the letter(s) sent to the holders of the physical securities of the Company along with proof of dispatch.

Kindly take the same on record.

Thanking You,

Yours Faithfully,

For United Drilling Tools Limited

Inderpal Sharma
Director
DIN - 07649251





UNITED DRILLING TOOLS LIMITED (UDTL)

Corporate Identification Number (CIN): L29199DL1985PLC015796

Registered Office: 139A, 1st Floor, Antriksh Bhawan,
22 Kasturba Gandhi Marg, New Delhi- 110 001

Tel. No: 0120- 4842400, E-mail: compsect@udtltd.com, Website: www.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, Circular No. [SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687](#) dated December 14, 2021 and Circular No. [SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37](#) dated March 16, 2023 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, Assistant Company Secretary, M/s United Drilling Tools Limited, 26th Floor, Astralis Tower, Supernova Complex, Sector - 94, Noida - 201301 Distt. Gautam Budh Nagar, UP, Ph - 08750055919*.

You can download the above-mentioned **Forms** from our Company's website by following below mentioned path:

{WWW.UDTLTD.COM} > For Investor > Shareholder Information > KYC}

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

1. **Form ISR-1** is mandatory in case of change of Address, Bank details, Nomination & PAN updation.
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 OCTOBER 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. 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.
5. 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***
6. 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**

Date - 29/05/2023

Place - Noida

Department of Post
Ramesh Nagar Post Office New Delhi- 110015

Customer ID : UDTL/MAY/2023

Bill Date : 29-05-2023

To,
UNITED DRILLING TOOLS LIMITED (UTDL)
26th Floor, Astralis Tower,
Supernova Complex, Sector-94,
Noida-201301, Uttar Pradesh, India

Sub :-Dispatching KYC Letters by The Indian Post Service

This to certify and confirm that 2628 copies of United Drilling Tools Limited Shareholders KYC form have been dispatched through Registered post on dated 29/05/2023.

Enclosed herewith the details for your reference and record.

Date	No. Of Articles	Class	Value of postage	Amount
29/05/2023	2628	By Registered Post	22/-	57816.00
Total Value For Postage Amount			57816.00	

Signature with Stamp for Ramesh Nagar Post Office Incharge

NB

Any discrepancy noticed in the bill may immediately be reported to this office within three days of its receipt.

