SAMBHAAV GROUP

Sambhaav Media Limited

CIN: L67120GJ1990PLC014094
Regd. Office: "Sambhaav House", Opp. Judges' Bungalows,
Premchandnagar Road, Satellite, Ahmedabad - 380 015
Tel: +91 79 2687 3914/ 15/ 16/ 17
E-mail Id: secretarial@sambhaav.com
Website: www.sambhaav.com

Date:

Reference No.:

To,
Joint Holder 1:
Joint Holder 2: Folio:

Subject: - Reminder for mandatory updating the necessary KYC details of registered shareholders and/or joint holders holding shares in physical form

Ref: - SEBI Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated February 06, 2026 for Registrars to an Issue and Share Transfer Agents
READ WITH
SEBI Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated January 30, 2026 on Ease of Doing Investment – Special Window for Transfer and Dematerialisation of Physical Securities

The Securities and Exchange Board of India ('SEBI') vide its Master Circular dated February 06, 2026 for Registrars to an Issue and Share Transfer Agents has consolidated the "Common and simplified norms for processing investor's service requests by RTAs and norms for furnishing PAN, KYC details and Nomination". In terms thereof, it is mandatory for Members holding securities in physical form to furnish PAN, Contact details, Bank A/c details and Specimen signature for their corresponding folio numbers to the Registrar and Transfer Agent ('RTA') of the Company; furnishing of Nomination (or a declaration opting out of nomination) and E-mail ID is encouraged in the Members' own interest but is not mandatory. In case of failure to provide the required PAN and KYC details, such Members will not be able to lodge any grievance or avail any service request from the RTA, and payment of dividend, interest or redemption amount in respect of such folios will be made only through electronic mode, until the requisite details are furnished.

In view of the above, Members of the Company holding securities in physical form are requested to provide the following documents / details to the RTA at the earliest, to ensure uninterrupted receipt of payments and processing of service requests:

- Copy of PAN;
- Nomination in Form No. SH-13 or 'Declaration to Opt-out' in Form ISR-3 (optional; Members are, however, encouraged to furnish the same in their own interest). Any cancellation or change in nomination shall be provided in Form No. SH-14;
- Contact details including Address with PIN code, Mobile Number;
- Bank Account details including Bank Name and Branch, Bank account number and IFS code;
- Specimen signature

The Members can submit the above documents/details through following modes:

1. In Person Verification: by producing the original documents to the authorized person of the RTA, who will retain copy (ies);

2. In hard copy: by sending self-attested photocopy (ies) with date of the relevant document at the below mentioned address of the RTA.

   Contact details of RTA:
   MCS Share Transfer Agent Ltd.
   201, 2nd Floor, Shatdal Complex,
   Opp. Bata Show Room, Ashram Road,
   Ahmedabad-380009,
   Email- mcsstaahmd@gmail.com,
   Tel.: +91 79 26580461/62/63.

3. with e-sign: by sending scanned copies of KYC documents with e-sign – *mcsstaahmd@gmail.com* in with subject line as "KYC Updation – Sambhaav Media Limited – Folio No. _______"

The ISR Forms can be downloaded from the website of the Company www.sambhaav.com under the Investor Segment.

Special Window for Transfer and Dematerialisation of Physical Securities:

SEBI had earlier opened a special window (vide Circular dated July 02, 2025) for re-lodgment of transfer deeds of physical securities that were lodged prior to 01 April 2019 and rejected / returned due to deficiency in documents. SEBI has now opened a further special window, vide Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated January 30, 2026, for transfer and dematerialisation of physical securities purchased/sold prior to 01 April 2019. This window shall remain open for one year, from 05 February 2026 to 04 February 2027, and also covers transfer requests that were never lodged earlier, in addition to those previously rejected/returned for deficiency in documents. Members wishing to avail of this window are required to submit to the RTA of the Company, at the above-mentioned office address: the original security certificate(s); the transfer deed executed prior to 01 April 2019; proof of purchase, where available; KYC documents of the transferee (as per the ISR forms); a latest Client Master List, not older than two months, of the transferee's demat account duly attested by the Depository Participant; and an Undertaking-cum-Indemnity in the prescribed format. Securities transferred under this window shall be credited only in dematerialised form to the transferee's demat account and shall remain under lock-in for one year from the date of registration of transfer. For any clarification or guidance, the shareholders can contact the above referred contact details.

For Sambhaav Media Limited

Sd/-
Company Secretary