



IOL CHEMICALS AND PHARMACEUTICALS LIMITED

24th September 2025
IOLCP/CGC/2025

National Stock Exchange of India Ltd.

Exchange Plaza, Plot no. C/1, G Block,
Bandra-Kurla Complex, Bandra (E), Mumbai – 400051
Security Symbol: **IOLCP**

BSE Limited

Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai- 400 001
Security Code: **524164**

Sub: Dispatch of Reminder letter to shareholders to update KYC

Dear Sirs,

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we would like to submit that, we have completed the dispatch of reminder letters on 22/09/2025 to the identified shareholders, holding shares in physical mode, to update their KYC. The copy of the said letter is enclosed herewith.

This is for your information and records.

Thanking you.

Yours faithfully,

for IOL Chemicals and Pharmaceuticals Limited

Abhay Raj Singh
Sr. Vice President & Company Secretary



IOL CHEMICALS AND PHARMACEUTICALS LIMITED

CIN: L24116PB1986PLC007030

Registered Office: Village & Post Office - Handiaya, Fatehgarh Channa Road,
Tehsil & District - Barnala – 148107, Punjab

Corporate Office: 85, Industrial Area 'A', Ludhiana -141003, Punjab

Website: www.iolcp.com | **Email:** investor@iolcp.com

Phone: 0161-2225531-35; **Fax:** 0161-2226929

11th September 2025

Subject: Reminder to update Know Your Client (KYC) details

Dear Shareholder,

This is to bring to your notice that Securities & Exchange Board of India (SEBI) vide its Master Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7, 2024 and Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024, has made it mandatory for the Security Holders (holding shares in physical form) to furnish/update PAN, Email address, Mobile number, Signature and Bank account details with the Company's RTA/Company. Choice of Nomination is optional, and security holders are requested to avail the nomination facility in their own interest.

In this connection, please note that the Shareholders hold share in the physical form, who have not updated their PAN, Email address, Mobile number, Signature, Bank account details and Nomination details shall not be eligible to lodge grievance or avail any service request from the Company or its RTA. The shareholder shall be:

1. eligible to lodge grievance or avail any service request from the Company's RTA/Company only after furnishing the complete documents/details aforesaid.
2. with effect from April 1, 2024, eligible for any payment including dividend, interest or redemption (if any) in respect of such folios, only through electronic mode upon furnishing all the aforesaid details in entirety.

Accordingly, you are requested to furnish valid PAN and KYC details to RTA of the Company in the following forms (Copy attached) as notified by SEBI:

- (a) Request for registering PAN, KYC details or changes / up-dation thereof (Along with self-attested supporting documents) - **Form ISR – 1**
- (b) Confirmation of Signature of securities holder by the Banker (Along with Original cancelled Cheque with your name(s) printed thereon or self-attested copy of bank passbook/statement) - **Form ISR – 2**
- (c) Nomination form - **Form SH – 13**
- (d) Declaration for Nomination opt-out - **Form ISR – 3**
- (e) Change in Nomination - **Form SH – 14**

The copies of the above said forms can also be downloaded from the Company's website <https://www.iolcp.com> or from RTA's website at <http://www.alankit.com>.

The aforesaid documents can be provided by the shareholders to the RTA M/s Alankit Assignments Limited (unit: IOL Chemicals and Pharmaceuticals Limited), 4E/2, Jhandewalan Extension, New Delhi-110055 Email: rta@alankit.com/ kyc_update@alankit.com or to the Company's office at 85, Industrial Area "A" Ludhiana-141003 (Email: Investor@iolcp.com) by any of the following mode:

1. Through "In person Verification". In this case kindly bring the original documents along with copy thereof. The copy will be retained by the Registrars after proper verification.
2. Through Post: Hard copies which are self-attested with date.
3. Through electronic mode with e-signature.

Further, Since April 01, 2019, SEBI has mandated that all transfers of listed securities must be in demat form only. Hence you will not be able to transfer your physical shares, if you wish to do so. Therefore, we also request you to convert your physical shares into dematerialized (demat) form at the earliest.

For any further information, queries or assistance please write/contact to our RTA:

M/s Alankit Assignments Limited

(Unit: IOL Chemicals and Pharmaceuticals Limited),
4E/2, Jhandewalan Extension,

New Delhi-110055

Email: rta@alankit.com or kycupdate@alankit.com

Tel.+91-11-4254 1958 Fax + 91-11-4254 1201

(From 9:00 a.m. to 5:00 p.m. on all working days)

In view of the above, you are advised to take a note of the above and furnish the aforesaid documents at the earliest.

In case you have already furnished the aforesaid documents, then kindly ignore this communication.

Yours faithfully,

for **IOL Chemicals and Pharmaceuticals Limited**

Sd/-

Abhay Raj Singh

Sr Vice President and Company Secretary

Encl.: as above