



VIJI FINANCE LIMITED

CIN: L65192MP1994PLC008715

Registered Office: 11/2, Usha Ganj, Jaora Compound, Indore (M.P.) - 452001

Tel. 0731-4246092, Email id : info@vijifinance.com

Website : www.vijifinance.com

S. No.

Date :

Name of sole

/First Holder :

Address :

Folio No. :

Number of shares held :

Second Holder :

Third Holder :

Dear Shareholder,

Sub. : Furnishing of Bank Account Details, PAN, KYC details and Nomination.

This is with reference to SEBI, vide its circular dated November 03, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023 and November 17, 2023) for payment of Dividend/Interest or redemption through electronic mode with effect from 01.04.2024. In this regard we would like to remind you that still you have not furnished Bank account details against the above folio.

Further as per the RTA records it is observed that you have not furnished the following documents / details to our RTA:

(Refer Table -1 below):

P.T.O.

Note:

1. In case of non-updation of PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature in respect of physical folios, dividend/interest etc. shall be paid only through electronic mode with effect from April 01, 2024 upon furnishing all the aforesaid details in entirety.
2. If a security holder updates the PAN, Choice of Nomination, Contact Details including Mobile Number, Bank Account Details and Specimen Signature after April 01, 2024, then the security holder would receive all the dividends/interest etc. declared during that period (from April 01, 2024 till date of updation) pertaining to the securities held after the said updation.
3. The relevant formats for Nomination and Updation of PAN/ KYC details and SEBI circulars are available at company website and on the website of our RTA at www.ankitonline.com as per the following links.
4. Further, relevant FAQs have also been published by SEBI on its website at the following web link for investor awareness at https://www.sebi.gov.in/sebi_data/faqfiles/jan-2024/1704433843359.pdf.

Table-2

Form	Website Link
ISR-1	https://www.ankitonline.com/PDF/ISR_1.pdf
ISR-2	https://www.ankitonline.com/PDF/ISR_2.pdf
ISR-3	https://www.ankitonline.com/PDF/Form_ISR_3.pdf
SH-13	https://www.ankitonline.com/PDF/form_sh_13_registration_of_nomination.pdf
SH-14	https://www.ankitonline.com/Content/Doc/Name/PANKYC/SH-14%20_Cancellation%20or%20variation%20of%20nomination_.pdf
SEBI circular dated 03.11.2021	https://ankitonline.com/Content/Doc/SEBI/03.11.2021.PDF
SEBI circular dated 14.12.2021	https://ankitonline.com/Content/Doc/SEBI/14.12.2021.pdf
SEBI circular dated 16.03.2023	https://www.ankitonline.com/Content/Doc/SEBI/16_March_2023.pdf
SEBI circular dated 17.11.2023	https://ankitonline.com/Content/Doc/SEBI/17.11.2023.pdf

We, therefore request you to furnish the documents / details, as per Table 1 given above, to our RTA, M/s Ankit Consultancy Private Limited at the earliest.

Please note that you may use any ONE of the following modes for submission:

- a) through 'In Person Verification' (IPV): the authorized person of the RTA shall verify the original documents furnished by the investor and retain copy(ies) with IPV stamping with date and initials
- b) through hard copies which are self-attested and dated
- c) through electronic mode with e-sign, as elaborated under the said circular.

The Contact details of our RTA are given below:**M/s. Ankit Consultancy Pvt. Ltd.****60, Electronic Complex, Pardeshipura,****Indore (M.P.) - 452 010****Tel. No. 0731-4065799, 4065797, 0731-4949444****Email : investor@ankitonline.com****Website : www.ankitonline.com**

Thanking you.

Yours faithfully,

For Viji Finance Limited

sd/-

Stuti Sinha**Company Secretary & Compliance Officer**