



BLS INTERNATIONAL SERVICES LIMITED

CIN: L51909DL1983PLC016907

**Regd. Office.: G-4B-1, Mathura Road, Extension Mohan Co-Operative Indl.Estate,
New Delhi, 110044**

TO THE SHAREHOLDERS OF BLS INTERNATIONAL SERVICES LIMITED HOLDING SHARES IN PHYSICAL FORM:

Dear Shareholder,

Date: 16th March, 2023

Sub: Mandatory Updation of KYC/Nomination details- Final Reminder

Pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/2021/655 dated Nov 03, 2021, Circular No. SEBI/ HO/ MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated Dec 14, 2021 and SEBI Circular No. SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2022/8 dated Jan 25, 2022 in which SEBI has prescribed Common and Simplified Norms for processing investors' service request by RTAs and norms for mandatory furnishing of PAN, KYC details, BANK, Nomination etc. from all the shareholders, holding shares in physical form through their RTA.

In this regard and in continuation of our earlier communication, dated march, 01, 2022, as per our record your KYC details, BANK, PAN, Specimen Signature/s, Nomination etc. are not available in the folio. It is requested therefore to please submit the following details in attached formats along with the supporting document/s once again to complete your KYC details.

As per the instructions of the SEBI vide above mentioned circulars, In case the KYC details along with nomination is not updated in the folio by March 31, 2023, the transactions in the Folio would be frozen with effect from April 01, 2023 and no service request will be processed in the Folio. The Company/RTA shall refer such frozen securities 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 upto **December 31, 2025.**

It is therefore requested to please submit the following details in the enclosed formats (wherever applicable) along with the supporting document/s at the earliest to our RTA **mandatorily**: -

1. Self-attested copy of PAN card & Address proof (Preferably Aadhar) of the shareholder/s as per **FORM ISR-1.**
2. Confirmation of Specimen Signature and Bank details from your Banker along with Cancelled cheque leaf with printed name (If name is not printed on the cheque, please provide legible copy of Bank passbook/Bank statement with Bank's stamp) as per **FORM ISR-2.**
3. Duly filled in and signed form for **NOMINATION** as per **Form No. SH-13** or duly signed **Form No. ISR-3** in case Nomination is not required.
4. Duly filled in and signed **Form No. SH-14** as well as **Form No. ISR-3** for cancellation of nomination. Further, duly filled in and signed **Form No. SH-14 only for change in the Nominee(s).**
5. Valid Mobile No & Email address to be provided as per enclosed format.
6. The Securities holder /claimant shall submit filled up **Form ISR-4** as per format attached to this Letter, in case of processing of service request for issue of duplicate share certificate or any other service request. **Shareholders may note that no physical Duplicate share certificate will be issued and on receipt of complete documents a Letter of Confirmation will be issued which need to be mandatorily dematerialised within 120 days.**

*All forms mentioned above and other relevant information are attached herewith and are also available on the website of the Company (<https://www.blsinternational.com/kyc-updation.php>)

Further, SEBI had issued SEBI (Listing Obligations and Disclosure Requirements) 4th Amendment Regulations, 2018 and amended the provision relating to transfer of listed Securities. The amendment mandates that a request for transfer of securities shall not be processed unless the securities are held by the shareholders in dematerialized form. The aforesaid amendment is already effective from **April 01, 2021.**

"THEREFORE, SHAREHOLDERS ARE REQUESTED ONCE AGAIN TO COMPLETE THE KYC AND GET THEIR SHARES COMPULSARILY DEMATERIALIZED ON PRIORITY."

Yours Faithfully,

FOR BLS INTERNATIONAL SERVICES LIMITED

Sd/-

MR. DHARAK A. MEHTA

(Company Secretary & Compliance Officer)

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Web : www.blsinternational.com

RTA Correspondence Address:

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