

Parinee Crescenzo, "A" Wing, 1102, 11th Floor,
"G" Block, Plot No. C38 & C39,
Behind MCA, Bandra Kurla Complex,
Bandra (E), Mumbai - 400 051, India.
Phone : 91-22-6124 0444 / 6124 0428
Fax : 91-22-6124 0438
E-mail : vinati@vinatiorganics.com
Website : www.vinatiorganics.com
CIN : L24116MH1989PLC052224



CHECKLIST OF DOCUMENTS FOR TRANSFER AND DEMATERIALISATION OF PHYSICAL SECURITIES

Special Window Reference: SEBI Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated January 30, 2026 read with SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated July 02, 2025

Window Period: February 5, 2026, to February 4, 2027

To process the transfer and subsequent dematerialisation of physical securities under the SEBI Special Window, shareholders/transferees must submit the following documents to our Registrar and Share Transfer Agent (RTA).

Please ensure all documents are complete and signatures match the official records.

Mandatory Document Checklist

- **Original Share Certificate(s):** The physical certificates representing the shares to be transferred.
- **Original Transfer Deed (Form SH-4):** Must be duly filled, stamped, and executed *prior* to April 1, 2019.
- **Self-Attested PAN Card:** Copy of the valid PAN card of the transferee(s).
- **KYC Updation (Form ISR-1):** Duly filled form for registering PAN, KYC details, and Bank Account information.
- **Signature Confirmation (Form ISR-2):** Confirmation of the transferee's signature provided by their Banker.
- **Client Master List (CML / CMR):** A copy of the demat account statement provided by your Depository Participant (DP), bearing the DP's stamp and authorized signature. *Note: Shares will only be credited in dematerialised mode.*
- **Undertaking-cum-Indemnity:** Executed by the transferee on Non-Judicial Stamp Paper of appropriate value (as per the applicable State Stamp Act) and duly notarized. The format is prescribed in Annexure-A of the SEBI Circular.
- **Nomination Details:** Duly filled Form SH-13 to register a nominee, OR Form ISR-3 to officially opt-out of nomination.

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Important Notes for Shareholders

- **Lock-in Period:** Shares transferred and dematerialised under this special window shall be subject to a mandatory lock-in period of **one year** from the date of registration of the transfer.
- **Incomplete Submissions:** Applications with missing documents, mismatching signatures, or lacking the required stamp duty on the Indemnity will be returned.
- **No Physical Issuance:** Under no circumstances will new physical share certificates be issued.

Where to Send the Documents:

Please send the complete set of documents via registered post, speed post, or courier to our RTA at the following address:

Name of RTA: MUFG INTIME INDIA PVT. LTD.

SEBI Registration No: INR000004058

Address: Unit: Vinati Organics Limited

C-101, EMBASSY 247, L.B.S. MARG,

VIKHROLI (WEST), MUMBAI - 400 083

Maharashtra

Contact Details:

- **Phone:** 810 811 6767
- **Fax:** 022-49186060
- **Email:** investor.helpdesk@in.mpms.mufg.com
- **Website:** www.in.mpms.mufg.com

Need Further Assistance regarding this process, shareholders may directly contact the RTA at the details above or reach out to the Company Investor Relations team at shares@vinatiorganics.com.