

Dear Shareholder,

**Sub.: Reminder for furnishing of PAN, KYC details and Nomination by holders of physical securities**

**Ref.: SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March, 2023 ("New Circular") in supersession of earlier circulars issued by SEBI bearing reference no's SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 & SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated 3rd November, 2021 & 14th December, 2021 ("Old Circulars")**

We refer to our earlier communication sent to you on 10th March, 2022 and 03rd January, 2023 pursuant to above cited Old Circulars for the updation of your KYC details in your folio which includes PAN, Address with PIN code, Email address, Mobile Number, Bank Account details, Specimen Signature and Nomination (collectively referred to as "KYC") by 31st March, 2023. Now, SEBI vide its New Circular has extended the date for completion of KYC by **30th September, 2023**. Further, any request on your folio can be processed only on completion of KYC. Therefore, we request you to please complete your KYC at the earliest. Request you to please note the key highlights and salient features of the New Circular for your reference as mentioned below:

- (A). **Non – updation of KYC - Folios** : wherein any **ONE** of the details in KYC are not available on or after **01st October, 2023**, the folio shall be frozen as per New Circular. Please note that once the folios are frozen, you will be eligible to lodge any grievance, avail service request from the RTA, receive payment of dividend, interest etc through electronic mode only after completion of KYC.
- (B). **Formats for updation of KYC**: You can download the relevant forms in terms of New Circulars from the website of the Company or RTA as mentioned below:  
Company: <https://corporate.whirlpoolindia.com/investor-services/>  
RTA: <https://www.linkintime.co.in> → Resources → Downloads → General → Formats for KYC.

Particulars	Form No.
For availing investor services to register PAN, email address, bank details and other KYC details or changes / update thereof for securities held in physical mode	ISR-1
For updation of signature of securities holder [Submit original cancelled cheque leaf bearing the name of the security holder or alternatively, submission of copy of bank passbook / statement attested by the bank along with Form ISR-2 is required. In case of joint holding, updation of bank details will be done based on the documents provided by the first holder only.]	ISR-2
For Declaration to opt out (i.e. no nomination)	ISR-3
For nomination as provided in the Rules 19 (1) of Companies (Share capital and debenture) Rules, 2014	SH-13
For cancellation of nomination by the holder(s) (along with ISR-3) / Change of Nominee Form (SH-13)	SH-14

Security holders from Sikkim can provide a self-attested copy of Aadhaar Card/Voter's Card/Driving License/Passport or any other identity proof as issued by the Govt.

- ©. **Mandatory Linkage of PAN with Aadhaar** - As per the Central Board of Direct Taxes (CBDT) it is mandatory to link PAN with Aadhaar number by **30th June, 2023** or any other date as may be specified by CBDT ("due date"). So, you are requested to link your PAN with Aadhaar before the due date, if not already done. In case the linking of PAN and Aadhaar is not completed within the due date then your PAN will be considered invalid and such folios shall also be frozen by the RTA.

In view of the above, we again request you to complete your KYC, the details of incompleteness are printed on the reverse of this letter). You are requested to submit a duly completed Investor Service Request Form ISR-1 and the required supporting documents as stated in Form ISR-1 at the earliest.

You may use any ONE of the following modes for submission of KYC:

- In Person Verification (IPV)**: by producing the originals to Mr. Bharat Bhushan/Navin Chand (Authorised Officials of the RTA) at the below mentioned address, who will retain copy(ies) of the document(s):  
Link Intime India Private Limited, Noble Heights, 1<sup>st</sup> Floor, Plot No. NH 2, LSC, C-1 Block, Near Savitri Market, Janakpuri, New Delhi-110058.  
Please note that the documents shall be accepted only from the registered shareholder(s) and hence he/she must only visit the office of the RTA for IPV.
- In hard copy**: by furnishing self-attested photocopy(ies) of the relevant forms and documents duly dated by either modes:
  - By hand**: At any of the below address:  
Link Intime India Private Limited, Noble Heights, 1<sup>st</sup> Floor, Plot No. NH 2, LSC, C-1 Block, Near Savitri Market, Janakpuri, New Delhi-110058.  
OR  
Link Intime India Private Limited, C -101, 247 Park, L.B.S.Marg,Vikhroli (West), Mumbai - 400083.
  - By post**: At the below mentioned address either through through speed post or registered post:  
Link Intime India Private Limited, C -101, 247 Park, L.B.S.Marg,Vikhroli (West) ,Mumbai – 400083.
- With e-sign**:
  - In case your email address is already registered with the Company/RTA, you may send the scanned copies of your documents for KYC with your **e-sign affixed on each of the document** at our dedicated email-id: [kyc@linkintime.co.in](mailto:kyc@linkintime.co.in).  
Kindly mention the email subject line as "**KYC Updation - (Whirlpool of India Limited) - Folio No :**" while sending any of your documents relating to KYC.
  - Investors can also upload these documents with **e-sign** on the website of RTA i.e. <https://www.linkintime.co.in> → Investor Services → KYC Compliance.  
**Note: E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-sign user. You may approach any of the empanelled e-sign service providers available on <https://cca.gov.in/> for the purpose of obtaining e-sign.**

For any queries related to KYC, you may contact our helpdesk at +91 11 49681000. We request you to please complete your KYC by 30th September, 2023 to avoid freezing of folios. Your cooperation is highly appreciated.

Yours faithfully,

For Link Intime India Pvt. Ltd  
Investor Relation Cell (IRC)

**This is a computer generated letter and hence no signature required. If you have already submitted the documents for updating KYC or have dematerialised your physical securities, please do not submit the documents again.**