DUPLICATE SHARE CERTIFICATES, KYC UPDATE AND DIRECT CREDIT OF SHARES

Shareholders are requested to first send scanned copies of all the required documents to the Company's email ID (cel.investor@adityabirla.com). Physical copies of the documents should be dispatched only after receiving confirmation from the Company.

1. Request letter for issue of duplicate shares.

2. KYC Up-dation
   - Duly filled and signed Forms ISR-1, ISR-2, and ISR-3 (or SH-13, as applicable)
   - Original cancelled cheque with name of holder(s) printed on it
   - Self-attested Pan and Aadhar card copy of holder and nominee and witness.

3. Duly filled and signed Form ISR-4

4. Affidavit-cum-Indemnity – Refer Annexure-A

5. Self-attested latest Client Master List (CML) certified by DP

6. Self-attested Demat Conversion Request Form (DCRF) certified by DP

7. Self-attested copy of valid current address proof and address proof as per RTA records. Anyone proof of old address from the list if change in address (Self-attested copy of passport, copy of voter id, original utility bill in the name of shareholder, copy of allotment of shares, Original Dividend counter foil)

8. Additional Documents required - **Market value of shares more than 10 Lakhs**
   - F.I.R / e-F.I.R /Acknowledged Police Complaint reporting loss of securities, containing details of the securities i.e. folio number, distinctive number range and certificate numbers.
   - Publish an advertisement about the loss of securities in widely newspaper (Hindi and English) containing details of the securities, folio number, distinctive number range and certificate numbers.

Note:

If the value of the shares is up to or below ₹10,000 as of the date of application	If the value of the shares more than ₹10,000 as of the date of application
Affidavit-cum-Indemnity may be executed on plain paper and notarization is not required for issuance of a duplicate share certificate.	Affidavit-cum-Indemnity must be executed on non-judicial stamp paper of appropriate value in the prescribed format, to the effect of identification and claim to the securities

Documents for Direct Credit of securities

In compliance with the SEBI Circular HO/38/13/(3)2026-MIRSD-POD/I/3763/2026 dated January 30, 2026 on doing away with the requirement of issuance of Letter of Confirmation ("LOC") and to effect direct credit of securities in the demat account through Demat Conversion Request Form (DCRF)

- Demat Request Number (DRN) will be generated from the depository portal.
- A link will be sent to you through SMS as well as email from the depository system (NSDL / CDSL) as per details available in your Demat account.

- The said link will remain valid for a period of 21 days upon generation of DRN. You will need to complete OTP verification/authentication and further steps to enable credit of the securities in your Demat account.

Please Note:

1. If the above documents do not reach us within stipulated time, we would be unable to hold the subject shares/ debentures under "Stop Transfer". Moreover, neither the Company nor we as the Registrar & Share Transfer Agent shall be responsible for transfer of shares/ debenture, if any, thereafter.

2. Furnishing of PAN, KYC details and Nomination is mandatory for holders of physical securities.

3.Affidavit cum Indemnity Bond on Non-Judicial Stamp Paper of appropriate value as prescribed by the Stamp Act of the State where the claimant resides.