



# VANI COMMERCIALS LIMITED

To  
The Shareholders of  
Vani Commercial Limited.

**Sub :Request for mandatory updation of KYC Details and Dematerialization of Equity Shares held in physical form.**

**Ref: 1.** Circular No.: SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20<sup>th</sup> April, 2018, issued by the Securities Exchange Board of India ("SEBI")-**Updation of KYC details.**

**2.** SEBI Notification No. SEBI/LADNRO/GN/2018/24 dated June 8, 2018 read with BSE Circular No LIST/COMP/15/2018-19 dated 5th July, 2018- **Dematerialization of shares held in physical form.**

Dear Shareholder(s),


We hereby wish to inform you that all the shareholders holding shares in physical form is required to update the KYC details. In this regard, Please refer the Company's **Weblink** : <http://www.vanicommercials.com/stakeholders-info/>, to download KYC Form which must be duly filled in, signed along with copies of supporting documents and must submit within 21 days from the date of this letter to the Company's Registrar & Share Transfer Agent (RTA) i.e. Skyline Financial Services Private Limited at D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi - 110 020. Ph. No.: 011-40450193-97, 26812682-88.

Further, SEBI has directed for mandatory dematerialization of shares held in physical form (***Last date of dematerialization of shares will be December 5, 2018***). To know the process for dematerialization please contact our Registrar & Share Transfer Agent (RTA), Skyline Financial Services Private Limited at D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi - 110 020. Thereafter, the requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository except in the cases of transmission or transposition of securities.

Thanking you,

Yours faithfully

For Vani Commercial Limited



Namrita Shah  
Company Secretary  
M. No. A51044

Place: New Delhi

LINE 7-09PDL1988PLC106425

www.vanicommercials.com

Phone No. : 011-2732 4080, Fax: 011-2732 4070

Email ID: [info@vanicommercials.com](mailto:info@vanicommercials.com)

Regd. Off.: 'AASTHA' LP-11 C Pitampura, New Delhi - 110034

**VANI COMMERCIALS LIMITED**

**KYC FORM**

Date:

To

The Registrar and Share Transfer Agent,  
Skyline Financial Services Private Limited  
D-153A, 1st Floor, Okhla Industrial Area,  
Phase-I, New Delhi-110020

**Sub: Details required as per Circular bearing No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, issued by the Securities Exchange Board of India( "SEBI")**

**Ref: Vani Commercial Limited (Scrip Code: 538918)**

Dear Sir/Madam,

I/we hereby request you to update my/our below mentioned details in your records with respect to the shareholding in Vani Commercial Limited:

Name of Shareholders			
Folio No			
PAN (Attached Self attested copy )	First Holder	Second Holder	Third Holder
Bank A/c No (Kindly attach name printed cancel cheque / attested copy of passbook)			
Bank name			
Branch Address			
IFSC No			
MICR No			
Email Id			

Mobile / Telephone No	
Nomination Details	

**\*\*\*Note: Registration of Nomination:** You are requested to register the Nomination to your folio. To know the process of updation of Nomination and for Nomination form, contact our Registrar & Share Transfer Agent (RTA), Skyline Financial Services Private Limited at D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi – 110 020.

I/we hereby declare that the particulars given hereinabove are correct and complete.

Name of Shareholder(s)

Signature of Shareholder(s)

1. \_\_\_\_\_  
(First Holder)

1. \_\_\_\_\_

2. \_\_\_\_\_  
(Second Holder)

2. \_\_\_\_\_

3. \_\_\_\_\_  
(Third Holder)

3. \_\_\_\_\_

- Encl.: 1. Self- attested copy of PAN card of all the Shareholders in case of joint holding.  
2. Original cancelled cheque leaf with your name printed on it or a copy of Bank Passbook/Statement bearing your name, duly attested by the Bank (not older than three (3) Months)

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