



Date: 20.01.2022

**Sub.: Furnishing of PAN, KYC details and Nomination by holders of physical securities**  
**Ref.: Circ. No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021**

Dear Shareholder,

Season's greetings from Bank of India. Hope this communicate finds you in safe and good health. We thank you for your continued patronage as a shareowner of the Bank.

SEBI has vide the captioned circular dated November 3, 2021, mandated:

- (i) Registering of details like PAN, email address, mobile number, bank account details, Signature and nomination by holders of physical securities; and
- (ii) Folios wherein any one of the above cited document / details are not available **on or after April 01, 2023**, shall be frozen by the Registrars and Transfer Agent of the Bank (RTA) and you will not be eligible to lodge grievance or avail service request from the RTA and not eligible for receipt of dividend in physical mode.

We observe from our records that you have not furnished /updated complete details as mentioned above in point (i). Hence we request you to furnish the details/documents (Form No. ISR-1 & Form No. SH-13) to our Registrar and Transfer Agent's office address mentioned at the end of this letter.

As required by the Income Tax Authorities, please link your PAN and Aadhaar by **March 31, 2022 or any other date as may be specified by the Central Board of Direct Taxes.(CBDT)** if not linked earlier, to avoid freezing of your folio.

Kindly note that the folios in which PAN is/are not valid as on the notified cut off date i.e. March 31, 2022 or any other date as may be specified by CBDT shall be frozen by the Company

**Please also note that after December 31, 2025, the frozen folios shall be referred by RTA/Company to the administering authority under the Benami Transactions (Prohibitions) Act, 1988 and or Prevention of Money Laundering Act, 2002.**

You may get in touch with our RTA for any queries or assistance in this regard:

**M/s. Bigshare Services Private Limited**  
**1<sup>st</sup> Floor, Bharat Tin Works Building, Opposite Vasant Oasis,**  
**Makwana Road, Marol, Andheri (East), Mumbai - 400 059**  
**Tel.: (022) 6263 8200 Fax: (022) 6263 8299**  
**(From 9:00 a.m. to 5:00 p.m. on all working days)**

Thanking you,

For Bank of India.

Sd/-

**Rajesh V Upadhya**  
**Company Secretary**

Encl : as above