

SERIAL :
Name
Address 1
Address 2
Address 3
City PIN

LINK INTIME INDIA PVT. LTD.

Unit:

C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai 400 083.

Tel: **022- 49186270**,

E-mail: rnthelpdesk@linkintime.co.in; Website: www.linkintime.co.in

SEBI Regn. No.: **INR000004058**

Mobile App - **bLink**

KYC FORM

Name:

Date of printing

Folio No:

Your current status is mentioned in the table below:

No. of shares:

Name of the shareholder(s)	PAN (A)	Bank details (B)	Specimen Signature (C)	Email ID / Mobile (D)	Nominee Details (E)
aaa	REQUIRED	REQUIRED	REGISTERED	REQUIRED	REQUIRED
bbb	REQUIRED	NOT APPL.	REGISTERED	NOT APPL.	NOT APPL.
ccc	REQUIRED	NOT APPL.	REGISTERED	NOT APPL.	NOT APPL.
ddd	REQUIRED	NOT APPL.	REGISTERED	NOT APPL.	NOT APPL.

Date: [●]

1. Name and Registered address of the sole/ first named member :
2. Name(s) of the Joint member (s) :
If any
3. Registered Folio No. :
4. Number of Shares held :

Dear Shareholder,

Sub: Dematerialization of Physical Shares

Your kind attention is invited to the amendment to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide Gazette notification dated June 8, 2018.

According to said Regulation, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository from December 5, 2018.

In view of the above, it is advisable for shareholders holding shares in physical form to convert their shares into Demat form as early as possible, as otherwise they will not be able to transfer the shares in physical form with effect from 5th December, 2018.

The shareholders are advised that to facilitate transfer of shares of the Company, the same are required to be dematerialized. The key steps involved in dematerializing shares are:

1. Open a demat account with a Depository Participant (DP);
2. Submit physical share certificate(s) to the DP along with a Demat Request Form (DRF);
3. DP would inform the Depository (NSDL or CDSL) regarding the demat request;
4. The DP would thereafter submit the share certificate(s) along with DRF to the Registrar of the Company;
5. The Registrar would validate the documents and convey acceptance/rejection of the demat request to the concerned Depository;
6. Upon successful dematerialization of the share(s), the Registrar would update the Registrar of Members;
7. The concerned Depository would also update its record and inform the DP; and
8. The DP would then credit the share(s) into the demat account of the investor

For any assistance in the matter, you may please communicate with Company's Registrar and Transfer Agent at:

Link Intime India Pvt. Ltd
Unit:
C 101, 247 Park, L B S Marg,
Vikhroli West, Mumbai 400 083
Web-site: www.linkintime.co.in
E-mail: rnt.helpdesk@linkintime.co.in
Tel No: +91 22 49186270 Fax: +91 22 49186060

Thanking You,

Yours sincerely
For **Crown Tours Limited**

sd/-
(Company Secretary)