

Our Ref: Sec/270/2023 Date: 31.05.2023

BSE Limited Listing Department Phiroze Jeejeebhoy Towers Dalal Street, Mumbai -400 001 Scrip Code: 500252

National Stock Exchange of India Limited Listing Department Exchange Plaza, C-1, Block-G, Bandra Kurla Complex Bandra(E), Mumbai - 400 051. Symbol: LAXMIMACH

Dear Sirs,

Sub: Intimation under Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose a copy of the letter sent to the identified shareholders pursuant to SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023.

This is for your information and records.

Thanking you,

Yours faithfully,

For LAKSHMI MACHINE WORKS LIMITED

COIMBATORE Digitally signed by COIMBATORE RAMANATHAN RAMANATHAN SHIVKUMARAN SHIVKUMARAN 17:01:26 +05'30'

C R SHIVKUMARAN COMPANY SECRETARY



SKDC Consultants Limited. (Subsidiary of Link Intime India Pvt Ltd) CIN:U74140MH1998PLC366529

Surya 35, Mayflower Avenue, Behind Senthil Nagar

Sowripalayam Road, Coimbatore 641028

Tel: 0422-4958995, 2539835 Email:kyc@skdc-consultants.com

Website: https://www.skdc-consultants.com

Dear Investor,

Subject: Reminder to update KYC details pursuant to SEBI Circular bearing reference no SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/ 2023/37 dated 16th March, 2023 in supersession of earlier circulars issued by SEBI bearing reference nos SEBI/HO/MIRSD/M

We refer to the above circulars issued by SEBI that mandate all the listed companies to record PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Nomination of holders of physical securities. Email ID is optional; however, the security holders are requested to register email id also to avail online services. This is applicable for all security holders holding shares in physical mode.

The salient features and requirements of the circular are as follows:

A) Non – updation of KYC: Folios wherein any ONE of the above cited details/documents, (i.e. PAN, Address with PIN code, Mobile Number, Bank Account details, Specimen Signature and Nomination) is/are not available on or after October 01, 2023, shall be frozen as per SEBI circular.

Notes:

- 1) The securities in the frozen folios shall BE ELIGIBLE:
 - To lodge any grievance or avail of any service from us, only after furnishing the complete documents / details as mentioned above.
 - To receive any payment including dividend, interest, or redemption amount (which would be only through electronic mode) only after they comply with the above stated requirements.
- 2) a) The formats for Nomination and Updation of KYC details viz; Forms ISR-1, Annexure to Form ISR-1, ISR-2, ISR-3, SH-13,
 - SH-14 and SEBI circular are also available on our website as mentioned here below:

https://www.skdc-consultants.com → Resources → Downloads → KYC → Formats for KYC

In case you hold shares in multiple Companies, serviced by SKDC Consultants Limited., wherein the names of the holders are in the same order, you may download the Annexure to Form ISR-1, from the above-mentioned website & provide the details of all such Companies & corresponding folios & submit along with other KYC documents.

- b) For registering new bank details or where there is a change in such details, mandatory submission of **Original cancelled cheque leaf** bearing the name of the first named security holder or alternatively, submission of copy of bank passbook/ statement attested by the bank along with Form ISR-2 is required. In the case of joint holding, updation of bank details will be done basedon the documents provided by the first holder only.
- B) Mandatory Linkage of PAN with Aadhaar—It is mandatory to link PAN with Aadhaar number by June 30,2023, as per the Central Board of Direct Taxes (CBDT). Security holders who are yet to link their PAN with Aadhaar number are requested to get the same done before June 30, 2023. Post June 30, 2023 or any other date as may be specified by the CBDT, we will accept for registration only valid PANs which have been linked to their corresponding Aadhaar numbers. The securities held in folios which have no PAN registered against the same or have invalid PAN registered on our records, as on notified cut-off date of June, 30, 2023 or any other date as may be specified by the CBDT, shall also be frozen.

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

In view of the above, we request you to submit at the earliest, the KYC Request Form printed overleaf, and Form ISR-1 duly signed along with the required supporting documents, as applicable.

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

- In Person Verification (IPV): by producing the originals to the authorised person of the RTA, who will retain copy(ies) of the document(s). Please note the registered shareholder(s) has to visit the office of the RTA for IPV and not his/her representative.
- 2. In hard copy: by furnishing self-attested photocopy(ies) of the relevant document, with date.
- 3. With e-sign:
 - (a) In case your email id is already registered with us, you may send the scanned copies of your KYC documents with additionally e-sign affixed on the documents at our dedicated email-id: kyc@skdc-consultants.com Kindly mention the email subject line as "KYC Updation (Company Name) Folio No: ______"
 - (b) Securities holders can also upload KYC documents with additionally e-sign affixed on the documents on our website https://www.skdc-consultants.com → Investor Services → KYC Compliance.

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 empaneled e-sign service providers available on https://cca.gov.in/ for the purpose of obtaining e-sign.

Yours faithfully, For SKDC Consultants Limited Investor Relation Cell (IRC)

Regd Office: SKDC Consultants Limited. (Subsidiary of Link intime india pvt ltd), C-101, 247 Park, L.B.S Marg, Vikroli (West), Mumbai - 400083

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

Form ISR - 1

(SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16,2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

E-mail address

Pg: 1/2

A. I / We, request you to Register / Change / Update the following (Tick ✓ relevant box)

with the additional Folio(s) where you are the First Named holder of securities, in such issuer companies.)

☐ Signature

□ Registered Address

□ PAN

Bank details

B. Security and KYC D	Details [to b	pe filled in by the First Holder]:				
Name of the Issuer Co	ompany			Foli	o No.	
Face value of Securitie	es			Number of Secu	rities	
Distinctive number of	f	From		T	о	
Securities (Optional)						
E-mail Address						
Mobile Number						
C. I/We are submitting	g document	s as per Table below (tick√as rele	vant, re	efer to the instructions):		
Name(s) of the Security Copies of PAN Cards of all the I		in Capital as per PAN self-attested with date to be enclosed with this	Form.	PAN		PAN Linked to Aadhaar -Y/N Tick any one [✓] *
1.						Yes / No
2.						Yes / No
3.						Yes / No
4.						Yes / No
	•	ted to Aadhaar by June 30, 2023, or any https://www.incometax.gov.in/iec/foportal		• •		r Instruction.
		Bank Account Details	of Fire	st Holder		
Name of the Bank & Branch				IFSC		
Bank A/c No.				Tick any one [✓] Acc		
		ring the name of the first holder is mand for registering the Bank Account details.	atory, fa			
Demat Account Numb	oer	16 digit DPid /Client id []
Also provide Client Mast	ter List (CM	L) of your Demat Account, duly sign	ned by	the Depository Partici	pant with	n stamp.
		RTA) to update the above PAN and KYC uments enclosed are true and correct.	details	in my / our above Folio N	o, provide	ed by me/us.
First Named Ho	older	Joint Holder - 1	J	oint Holder - 2	J	oint Holder - 3
Signature						
Name						
Address						
PIN						

I/We are submitting documents as per Table below (tick ✓as relevant, refer to the instructions):

No.	✓	Document/Information /Details	Instruction/Remark
1		PAN of (all) the (joint) holder(s)	PAN Card copies of all the holders duly self-attested with date to be enclosed. PAN shall be valid only if it is linked to Aadhaar by June 30, 2023, or any date as may be specified by the CBDT. For Exemptions / Clarifications on PAN, please refer to Objection Memo as specified in SEBI circular.
2		Demat Account Number	Provide Client Master List (CML) of your Demat Account, duly signed by the Depository Participant with stamp.
			Provide self attested copy with date stamp of any ONE of the documents,
			issued by a Govt. Authority, only if there is change in the address;
			☐ Client Master List (CML) of the Demat Account of the holder/claimant,
			duly signed by the Depository Participant with stamp.
			☐ Unique Identification Number (UID) (Aadhaar)
			☐ Valid Passport/ Registered Lease or Sale Agreement of Residence/Driving License/Flat Maintenance Bill*
			☐ Utility bills like Telephone Bill (only land line), Electricity bill or Gas bill — Not more than 3 months old.
3		Proof of Address of the first Holder	☐ Identity card (with Photo) / document with address, issued by
	"	ilist noidei	Central/State Government and its Departments, Statutory / Regulatory
			Authorities, Public Sector Undertakings, Scheduled Commercial Banks,
			Public Financial Institutions duly attested by the employer with date and
			organization stamp.
			☐ For FII / sub account, Power of Attorney given by FII / sub- account to the
			Custodians (which are duly notarized and / or apostilled or consularised)
			that gives the registered address should be taken.
			☐ The proof of address in the name of the spouse*
			*Kindly provide additional self-attested copy of Identity Proof of the holder/ claimant/ spouse.
			Original cancelled cheque leaf bearing the name of first holder OR latest copy
_	_		of the bank passbook/statement with details of bank name, branch, account
4		Bank details	number and IFSC duly attested by the bank. Alternatively, Bank details as per
			CML enclosed will be updated in the folio.
			As mentioned on Form ISR-1, alternatively the E-mail address available in the
5		E-mail address (Optional)	CML as enclosed will be updated in the folio.
6		Mobile	As mentioned on Form ISR-1, alternatively the mobile number available in the
			CML as enclosed will be updated in the folio.
7		Specimen Signature	Provide banker's attestation of the signature of the holder(s) as per Form ISR – 2 and Original cancelled cheque leaf bearing the name of the first holder.
			Submit these Form(s) separately for each listed company.
			(Use any ONE of the following options.) □ SH-13 For First Time Nomination
8		Nomination	□ SH-13 For First Time Nomination □ SH-14 For Cancellation or Variation in Nomination
			☐ SH-14 and ISR-3 For Cancellation of Nomination and to "Opt-Out"
			□ ISR-3 To "OPT-Out" of Nomination or if No Nomination is required

Note:

- 1) In case of additional folios for securities held under the same First Named holder for Companies managed by the same RTA, details of such folios to be completed in Annexure to Form ISR-1 along with the required declaration and authorisation.
- 2) All the above blank forms along with the mode of submission are available on our website





Annexure to Form ISR – 1

(SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16,2023 on Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination)

REQUEST FOR REGISTERING PAN, KYC DETAILS OR CHANGES / UPDATION THEREOF, IN THE UNDERSTATED COMPANIES

[For Securities (Shares / Debentures / Bonds, etc.) of listed companies held in physical form]

Dear Sir/Madam,

I/We request you(RTA), to register / update the details of PAN and KYC details in the following additional Companies where the securities are held in my/our name(s) and the first named holder is in the same order as that which is mentioned in Form ISR-1.

Pl note:	Use of this Annexure without Form IS	Date :				
Sr.No	Name of the Issuer Company	Folio No.	Quantity of Securities	Face Value of Securities	Start-Distinctive (Optional)	End-Distinctive (Optional)

(Use a copy of this sheet, if extra space is required)

Authorization: I/We authorise you (RTA) to update the PAN and KYC details as provided by me/us as per Form ISR-1, in my / our above Folio No(s), held in my / our name(s) in which I/we are the holder(s) of securities where first holder remains unchanged. The original Form ISR-1, duly filled in by me/us is attached with Annexure to Form ISR-1.

Declaration: All the above facts and documents enclosed are true and correct.

First Named Holder	Joint Holder - 1	Joint Holder - 2	Joint Holder - 3
Signature			
Name			

Note: If the address mentioned above differs from the address registered with the Company, you are requested to record the new address by submitting the documents as per the instructions stated in point (3) of Form ISR-1.

(Use separate Annexure to Form ISR-1 to update PAN and other KYC details as provided in Form ISR-1 where you are the First Named security holder in such issuer companies. serviced by us.)



Form ISR - 2

(SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16,2023)

Confirmation of Signature of Securities Holder by the Banker

1. Bank Name and Branch	
2. Bank contact details	-
Postal Address	
Mobile/Tel number	
E-mail address	
3. Bank Account number	attach original cancelled cheque leaf
4. Account opening date	
5. Account holder's PAN	Account Holder's Name
i)	i)
ii)	ii)
iii)	iii)
iv)	iv)
6. Latest photograph of the acco	unt holder(s)
i)- Holder Photo	Holder Photo iii)- Holder Photo iv)- Holder Photo
7. Account holder(s) details as pe	er Bank Records
a) Address	
b) Mobile/Tel number	
c) Email address	
d) Signature(s) of the Holder(s)	1
i) <u>~</u>	
ii) 	
iii) 🔏	
iv) 🗷	Bank Manager's Signature and Bank Seal
(To be Mandatorily Filled by the	
Place:	Name of the Bank Manager :
-	



Form ISR - 3

Declaration Form for Opting-out of Nomination by Holders of Physical Securities in Listed Companies

(SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16,2023)

To,	,				·····	Date:	/ /	
Name of the Company	:							
Address of the Compa	ny :							
PARTICULARS OF THE	SECURITIES (in resp	ect of which nominati	on is bei	ng opted out)				
Nature of Securities	Folio No.	No. of Securities *	Cer	tificate No.		Distinctive No		
Tick √as relevant						(**************************************	,	
Equity / Debentures								
I / We the holder(s person(s) in whom	•	•		_			•	
I/ We understand my / our death, my details, including, \ Administration / Pr claiming my / our a Signature(s) as per Spe	y / our legal heir(Will or document obate of Will or Iforesaid securiti	ts issued by the Cou any other docume ies.	(s) are ı urt like	required to fu Decree or Su	ırnish the re ccession Cer	equisite doci tificate or L	uments / .etter of	
First Hol		Joint Holder -:	1	Joint Ho	lder -2	Joint Holder -3		
Signature								
Name								
Witness Details:								
Name of Witness								
					Signature			
Address of Witness			Pi	n:	Date			
					Date			

^{*} Use of ISR-3 (ie to Opt-Out of Nomination OR if "No_Nomination" is required by the investor) will be applied for the entire securities against the said Folio.



Form No. SH-13

Nomination Form

Pursuant to section 72 of the Companies Act, 2013 and rule 19(1) of the Companies (Share Capital and Debentures) Rules 2014] Date: / /

To, Name of the Company Address of the Compa									
I/We, the holder(s) of to following persons in when the following persons in whether the following persons in which the following persons in the following persons							by nor	ninate	the
(1) PARTICULARS OF T	HE SECURITIES (in re	spect of which nomina	ition is bein	g made) :					
Nature of Securities	Folio No.	No. of Securities*	Certific	ate No.		tinctive N From – To			
Tick √as relevant									
Equity / Debs/ Bonds									
(2) PARTICULARS OF N	 OMINEE/S — [Use pi	notocopies of this blank no	mination form	in case of addi	l tional Multiple Nomir	nations in th	ne same	folio 1	
Name of Nominee	[333]								
Address of Nominee					Date of Birth	{ .	-	-	}
Father's/Mother's/ Spouse's name					Occupation				
Relationship with the security holder					Nationality				
E-mail_id					Mobile No				
(3) IN CASE NOMINEE	IS A MINOR —								
Name of Guardian					Date of Birth	{ -		-	}
Address of Guardian					Date of attaining majority	{ ·	-	-	}
Signature(s) as per Specime	n recorded with the Com	pany.				1			
First Hold	er	Joint Holder	·-1	Joint	t Holder -2	Joint Holder -3			
Signature									
<u>Nате</u>									
Witness Details:						1			
Name of Witness									
Address of Witness			Pin:	Sig	gnature				
*		he folio. In case of more that			Date				

[^] Nomination will be registered for entire holding in the folio. In case of more than one nominee, the ratio should be furnished & separate form to be filled for each nominee.



Form SH-13 - INSTRUCTIONS

[Please follow the instructions given below very carefully while filling in your Nomination request.]

- 1. Nomination can be made only by individuals applying/holding securities on their own behalf, singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. The nomination will be registered only when it is complete in all respects including the signature of (a) all registered holder(s) (as per specimen lodged with the Company) /RTA and (b) the complete details of the nominee and witness being furnished.
- **2.** A minor can be nominated by a holder(s) of securities and in that event the name and address of the Guardian shall be furnished by the holder(s).
- **3.** The nominee shall not be a trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family, or a power of attorney holder. A Non-Resident Indian can be a nominee on re-patriable basis provided RBI approval granted to the nominee is registered with the Company / RTA.
- **4.** In case you have multiple folios, then you may take a photocopy of this Form.
- 5. Nomination request would be considered for securities held in physical form only.
- **6.** The nomination will be valid, if the registration of Nomination is done before the demise of the holder.
- 7. The nomination stands rescinded whenever the securities in the given folio are transposed /transmitted/ amalgamated, in such a scenario a new Nomination Form will have to be filled by the security holder(s).
- **8.** The Holder(s) can override (delete or change) an earlier nomination by executing a fresh Nomination Form SH-14 for which a fresh registration number will be allotted. The earlier nomination will automatically stand cancelled.
- **9.** In case the holder(s) desires to nominate more than one person as nominee, the ratio shall be mentioned and separate form to be filled for each nominee.
- 10. Nomination registration number will be allotted upon successful registration.
- 11. The Company / RTA will entertain claims of registered nominees only.
- 12. The Nominee will be entitled to all the rights in the securities upon demise of all holders in the folio.
- **13.** Kindly note that the nomination being a legal document the same should be dated by the security holder. Furthermore, the date of execution on the Nomination Form should match with the date of witness, witnessing the document.
- For Office Use Only
- Nomination Registration Number
- Date of Registration
- Checked and Signature of Employee:



Form No. SH-14

Cancellation or Variation of Nomination

[Pursuant to sub-section (3) of section 72 of the Companies Act, 2013 and rule 19(9) of the Companies (Share Capital and Debentures) Rules 2014]

To,							Dat	:e:	/	/	
Name of the Com	npany	:				-					
Address of the Co	ompa	ny:				-					
			ade by me/us in favou (name and ad								
			Or g person in place s in whom shall vest al	of							
(1) PARTICULARS	OF T	HE SECURITIES (in re	espect of which nomin	ation is beir	ng cancelled ,	/ varied):	D'		- NI - (-)		
Nature of Securi		Folio No.	No. of Securities*	Certific	cate No.			rom –	e No(s) To)		
Tick ✓ as releva Equity / Debs/ Bonds	int										
(2) PARTICULARS	S OF T	HE NEW NOMINEE,	/S- [Use photocopies of	this Form-SH-1	.4 in case of add	ditional Mul	tiple New N	lominat	ions in t	he same	folio]
Name of Nomin	ee										
Address of Nominee						Date o	f Birth	{	-	-	}
Father's/Mothe Spouse's name	r's/					Occupa	tion				
Relationship wit the security hole						Nation	ality				
E-mail_id						Mobile	No				
	NOM	INEE IS A MINOR —	•			1					
Name of Guardian						Date of	Birth	{	-	-	}
Address of Guardian						Date of a majority	ttaining	{	-	-	}
Signature(s) as per Sp	ecime	n recorded with the Com	npany.								
First	Hold	er	Joint Holde	er -1	Joint	t Holder -	2		Joint H	lolder -	3
<u>Signature</u>											
Name											
Witness Details:											
Name of Witnes	ss										
Address of	_				Sig	gnature					
Witness	-			Pin							

^{*} New Nomination will be registered for entire holding in the folio. In case of more than one new-nominee, the ratio should be furnished & separate form to be filled for each of the new-nominee.



Form SH-14 - INSTRUCTIONS

[Please follow the instructions given below very carefully while filling in your request for Cancellation/Variation in Nomination registered.]

Upon successful execution of SH-14, the earlier Nomination shall stand cancelled.

- 1. The New-Nomination can be made only by individuals applying/holding securities on their own behalf singly or jointly. Non-individuals including Society, Trust, Body Corporate, Partnership Firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. The new nomination will be registered only when it is complete in all respects including the signature of (a) all registered holders (as per specimen lodged with the Company / RTA) and (b) the complete details of the new nominee and witness being furnished.
- **2.** A minor can be nominated as a new nominee by holder(s) of securities and in that event the name and address of the Guardian shall be furnished by the holder(s).
- **3.** The new nominee shall not be a trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family, or a power of attorney holder. A Non-Resident Indian can be a new nominee on re-patriable basis provided RBI approval granted to the new nominee is registered with the Company.
- **4.** In case you have many folios, then you may take a photocopy of this form.
- 5. Request for Change/Cancellation in Nomination in Form SH-14 will be considered for securities held in physical form only.
- **6.** The new nomination will be valid, if the registration of Nomination is done before the demise of all the holders in the folio.
- 7. The nomination stands rescinded whenever the securities in the given folio are transposed /transmitted/ amalgamated, in such a scenario a new Nomination Form will have to be filled by the security holder(s).
- **8.** In case the holder(s) desires to nominate more than one person as nominee, the ratio shall be mentioned and separate form to be filled for each nominee.
- 9. Fresh Nomination registration number will be allotted upon successful registration.
- **10.** The Company / RTA will entertain claims of registered nominees only.
- 11. The new nominee will be entitled to all the rights in the securities upon demise of all holders in the folio.
- 12. In case the nomination already registered is being cancelled by submission of SH-14 and a fresh nomination is not being registered, the security holder(s) is/are mandatorily required to submit Form ISR-3 to 'Opt Out' of Nomination.
- **13.** Kindly note that the nomination being a legal document the same should be dated by the security holder. Furthermore, the date of execution on the Nomination Form should match with the date of witness, witnessing the document.

FOR OFFICE USE ONLY	:
Nomination Registration Number	:
Date of Registration	:
Checked and Signature of Employee	:

