

March 20, 2023

Asst. Vice President, Listing Deptt.,
National Stock Exchange of India Ltd.
Exchange Plaza, Plot C-1, Block G,
Bandra Kurla Complex,
Bandra (E),
MUMBAI - 400 051
Scrip Code: HEROMOTOCO

The Secretary,
BSE Limited
25th Floor,
Phiroze Jeejeebhoy Towers,
Dalal Street,
MUMBAI - 400 001
Scrip Code: 500182

Sub: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015
Re.: Request to furnish PAN, KYC details and registration of nomination in the folio of the holders of physical securities

Dear Sir(s),

With reference to the SEBI circular no. SEBI/ HO/ MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 3, 2021 and in continuation to our letter dated January 24, 2022, please find enclosed a specimen of the letter sent to those shareholders who have not furnished either the PAN, KYC or nomination details against their shareholding in the physical folio(s). The shareholders are advised to furnish the prescribed KYC documents / details, to the Registrar & Share Transfer Agent viz. KFin Technologies Limited.

This is for your information and further dissemination.

Thanking you,

For Hero MotoCorp Limited

Dhiraj Kapoor
Company Secretary & Compliance Officer

Encl.: as above

Hero MotoCorp Ltd.

Regd. Office: The Grand Plaza, Plot No. 2, Nelson Mandela Road,
Vasant Kunj - Phase - II, New Delhi - 110070, India
Tel. +91-11-46044220, Fax +91-11-46044399
Email: corporate.communication@heromotocorp.com
www.heromotocorp.com CIN: L35911DL1984PLC017354 PAN: AAACH0812J





Hero MotoCorp Limited

Registered Office: The Grand Plaza, Plot no. 2, Nelson Mandela Road,
Vasant Kunj Phase –II, New Delhi-110070
CIN: L35911DL1984PLC017354, **Phone:** 011- 4604 4220, **Fax:** 011-46044399
Email: secretarialho@heromotocorp.com, **Website:** www.heromotocorp.com

Reference No:

Date: 6th March, 2023

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Name of the Sole/ First Holder:

Address:

Folio No.:

Dear Shareholder,

Sub.: Furnishing of PAN, KYC details and Nomination by holders of physical securities

Ref.: SEBI circular SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3rd November, 2021

We trust this communication finds you and your family in good health.

As you are aware that the Securities and Exchange Board of India has, through the captioned circular dated 3rd November, 2021, mandated:

- furnishing of PAN, email address, mobile number, bank account details and nomination by holders of physical securities,
- entertaining any service request from shareholder(s) only upon registration of the PAN, Bank details and the nomination,
- linking your PAN to Aadhaar by 31st March, 2023 or any other date as may be specified by the Central Board of Direct Taxes to avoid freezing of folio(s).

The Company had by letter dated January 11, 2022 informed all the relevant shareholders of the above requirement and requested them to submit the required details / documents.

We observe from our records that you are yet to furnish the documents / details as required.

We once again request you to furnish the documents / details, as per the table below, to the Registrar & Transfer Agents M/s KFin Technologies Limited ("RTA") immediately on receipt of this letter. Kindly note that this communication is in your interest since non-receipt of the above mentioned documents will result in freezing of your folio(s) w.e.f 1st April, 2023.

| | Particulars | Please furnish details in |
|---|------------------------------------|---------------------------|
| 1 | PAN | Form No. ISR-1 |
| 2 | Address | |
| 3 | Email address | |
| 4 | Mobile Number | |
| 5 | Demat account details | |
| 6 | Bank account details | |
| 7 | Nomination details | Form:SH-13 |
| 8 | Declaration to opt out nomination* | Form:ISR-3 |

**In case you are opting out of the nomination, then no requirement to submit SH-13, only ISR-3 is to be submitted.*

The aforesaid forms can be downloaded from the website of the RTA https://ris.kfintech.com/clientservices/isc/default.aspx#isc_download_hrd, alternatively these forms can also be downloaded from the website of the Company <https://www.heromotocorp.com/en-in/investor-downloads.html>

Freezing of Folios without PAN, KYC details and Nomination:

- a. Folios wherein any one of the above mentioned document / details are not updated **on or after April 01, 2023**, shall be frozen and you will not be eligible to lodge grievance or avail service request from the RTA nor be eligible for receipt of dividend in physical mode.
- b. **After December 31, 2025**, the frozen folios will 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 are requested to forward the duly filled in documents along with the related proofs as mentioned in the respective forms to the following address:

KFin Technologies Limited,
Unit: Hero MotoCorp Ltd
Selenium Tower B, Plot 31-32, Gachibowli,
Financial District, Nanakramguda,
Hyderabad – 500 032
E-mail:einward.ris@kfintech.com

The scan copies of the documents can also be mailed through your registered email id with KFIN Technologies (RTA) to einward.ris@kfintech.com after applying e-sign# on the forms & proofs.

#Note: E-Sign is an integrated service which facilitates issuing a Digital Signature Certificate and performing signing of requested data by e-Sign user. The holder/claimant may approach any of the empanelled e-Sign Service provider, details of which are available on the website of Controller of Certifying Authorities (CCA), Ministry of Communications and Information Technology (<https://cca.gov.in/>) for the purpose of obtaining an e-sign.

We are looking forward to receiving a positive response from you.

Thanking you,

Yours faithfully,

For **Hero MotoCorp Ltd**

Dhiraj Kapoor
Company Secretary & Compliance Officer

This communication is computer generated and hence does not require signature.

Disclaimer: In case if you have already submitted the KYC documents, request you to please ignore this letter.