



State Bank of India

(Constituted under the State Bank of India Act, 1955)

Shares & Bonds Department, Corporate Centre, 14th floor State Bank

Bhavan, Madame Cama Road, Nariman Point, Mumbai – 400021

Website: <https://bank.sbi> **Email:** investor.complaints@sbi.co.in

Phone No.: 022-22740841-8, 22742403, 22741474

KIND ATTENTION: PHYSICAL SHAREHOLDERS

UPDATING PAN, KYC AND NOMINATION DETAILS WITH RTA AND CONVERSION OF PHYSICAL SHARE HOLDING TO DEMAT FORM

We inform our esteemed shareholders holding shares in physical form that Securities and Exchange Board of India (SEBI) has issued guidelines dated November 03, 2021 (read with clarifications issued on December 14, 2021), on "Common and Simplified Norms for processing investor's service request by RTAs and norms for furnishing PAN, KYC details and Nomination" with following stipulation

"From January 1, 2022, the RTAs shall not process any service requests or complaints received from the holder(s) / claimant(s), till PAN, KYC and Nomination documents/details are received".

Therefore, **please update PAN, KYC, Nomination details** by submitting Basic Information Form (BIF) and Nomination Form to Bank's Registrar & Transfer Agent (RTA). BIF and Nomination Form can be downloaded from our website from path(URL) as under:

<https://bank.sbi/web/investor-relations/share-holder-bond-holder-information>

We also request to convert your physical shares into dematerialized (demat) form immediately to avoid risks. Most importantly, **the investment cannot be monetized by physical shareholders** since SEBI has stipulated that request for effecting transfer/sale of shares shall **not be processed unless the shares are held in demat form** with a Depository (NSDL/CDSL).

Address and contact details of RTA: M/s. Alankit Assignments Limited, 205 - 208 Anarkali Complex, Jhandewalan Extension, New Delhi - 110055, e-mail: sbi.igr@alankit.com, Contact No.: 7290071335

For State Bank of India

Sd/-

Sham K.

Assistant General Manager

(Compliance & Company Secretary)

Place: Mumbai

Date: 17.12.2021

