

**NOTICE TO THE SHAREHOLDERS TO UPDATE THEIR  
EMAIL ADDRESSES, MOBILE NUMBER & BANK MANDATE**

The Ministry of Corporate Affairs has recently issued notifications that permit communications to the shareholders through digital mode due to the current global pandemic situation of COVID-19 as various services including courier and/or postal services have got severely affected.

Symphony Limited requests all its shareholders to register their email addresses and mobile number as per the laid down procedure. This will facilitate the company to send Annual Report, Notice of General Meeting and any other communication through email.

**Procedure for Registration:**

- (a) Shareholders holding shares in physical form are requested to send following details to the Company's Registrar and Share Transfer Agent KFin Technologies Private Limited at Selenium Building, Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500 032 or through email on [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com) along with covering letter duly signed by all the shareholder(s).

Sr. No.	Particulars	Information
1	Name of Shareholder(s)	
2	Email Address	
3	Mobile/Phone No.	
4	Folio No. (please attach copy of share certificate)	
5	Photocopy of PAN and Aadhar Card of shareholder(s) (For ID and Address proof)	
6	Cancelled Cheque (for Bank Mandate)	

- (b) Shareholders holding shares of the company in dematerialized form but who have not registered their email address and update bank mandate are requested to approach their respective Depository Participant.

In case of any queries, please contact (i) Mr. Anil Dalvi, Manager - RIS (Unit: Symphony Limited) of KFin Technologies Private Limited, Selenium Building, Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500 032 or at [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com) or phone no. 040 - 6716 2222 or (ii) Mr. Mayur Barvadiya, Company Secretary through email : [investors@symphonylimited.com](mailto:investors@symphonylimited.com)

Place : Ahmedabad  
Date : June 18, 2020

**For Symphony Limited**  
sd/-

**Mayur Barvadiya**  
**Company Secretary**

Email: [companysecretary@symphonylimited.com](mailto:companysecretary@symphonylimited.com)