

**Read the following instructions carefully before proceeding to enter the Investor Details:**

<p><b>Important Note</b></p>	<p>(i) Install the pre-requisite softwares to proceed. The path for the same is as follows: MCA Portal &gt;&gt; Investor Services &gt;&gt; IEPF &gt;&gt; IEPF Application &gt;&gt; Prerequisite Software (ii) Upload the excel file in the format xls only (iii) Do not make any changes in the excel format/sheet name. Also do not delete any tab/sheet in the file <b>PLEASE NOTE:</b> 1) Kindly ensure that Summation of amounts in the excel(s) should be equal to that in IEPF Form, else your excel shall get rejected. 2) Kindly ensure that AGM Date in the excel(s) should be same as in IEPF Form, else your excel shall get rejected.</p>
<p align="center"><b>Steps to follow to fill details in the 'Investor Details' tab.</b></p>	
<p><b>Enable Macros</b></p>	<p>It is important that you Enable Macro using following instructions : a) Excel 2000 and 2003: Tools--&gt;Macro--&gt;Security--&gt;Select 'Low'--&gt;OK b) Excel 2007: Office Button--&gt;Excel Options--&gt;Trust Center--&gt;Trust Center Settings--&gt;Macro Settings--&gt;Enable all Macros--&gt;OK <b>PI Note : Close the Excel Sheet and re-open it after enabling Macro to start.</b></p>
<p><b>Enter the CIN</b></p>	<p>(i) Enter the CIN in the excel (cell B2) (ii) Click on "Prefill" button (iii) Company Name <b>will be automatically filled</b> on click of prefill button . <b>User need not enter it.</b></p>
<p><b>Add Investor Details</b></p>	<p>(i) Fill in the required details in <u>Columns A to P for Investor Details</u> (row 15 onwards) (ii) <b>Follow the below mentioned validations for filling in the details.</b> First Name -&gt; Mandatory if 'Last Name' is blank and Length should be less or equal to 35 characters. Middle Name -&gt; Length should be less or equal to 35 characters. Investor Last Name -&gt; Mandatory if 'First Name' is blank and Length should be less or equal to 35 characters. Father/Husband First Name -&gt; Mandatory if 'Father/Husband Last Name' is blank and Length should be less or equal to 35 characters. Father/Husband Middle Name -&gt; Length should be less or equal to 35 characters. Father/Husband Last Name -&gt; Mandatory if 'Father/Husband First Name' is blank and Length should be less or equal to 35 characters. Address -&gt; Mandatory and Length should be less or equal to 300 characters. Country -&gt; Mandatory and Select value from the dropdown. State -&gt; Mandatory and Select value from the dropdown. (1) If the Country is "INDIA", the state should Indian state (2) If the Country is other than INDIA state should be "NA". District -&gt; Select value from the dropdown. (1) If the Country is "INDIA", the district should be Indian districts corresponding to the State selected in dropdown. (2) If the Country is other than INDIA district will be "NA" Pin code -&gt; Alphanumeric and Length should be either 6 or 12 digit Folio Number -&gt; Mandatory and Length should be less than or equal to 20 characters. Investment Type -&gt; Select value from the dropdown. Amount Due -&gt; Mandatory and should be greater than zero. Date of Event -&gt; should be in DD-MON-YYYY format where 'MON' implies first three letters of Month. PAN -&gt; Alphanumeric and Should be equal to 10 characters Date of Birth -&gt; Should be in DD-MON-YYYY format where 'MON' implies first three letters of Month. Aadhar Number -&gt; Should be exactly 12 digits. Nominee Name -&gt; Length should be less than or equal to 100 characters. Joint Holder Name -&gt; Length should be less than or equal to 100 characters. Remarks -&gt; Length should be less than or equal to 100 characters. Is the Investment (amount / shares) under any litigation. -&gt; Mandatory and select value from Dropdown Is the shares transfer from unpaid suspense account (Yes/No) -&gt; Mandatory and select value from Dropdown</p>
<p><b>Save the Excel file</b></p>	<p>If you have multiple excels for the same CIN and SRN; use the below nomenclature: (ABC_1.xls, ABC_2.xls, ABC_3.xls ...) where ABC represents the CIN of the Company</p>
<p><b>Upload the Excel file</b></p>	<p><b>Path to upload the excel file is HOME -&gt; IEPF SERVICES -&gt; Upload Investor details.</b></p>























Sl. No.	Name of the Person	Address	City	State	Pin Code	Mobile No.	Number of Underlying Shares	Date of Issuance	Remarks
UTTAM	JHAWAR	RAM SWAROOP	JHAWAR	WEST BENGAL	700002	000000000000030021	100.00	29-OCT-2024	FF-4
UMESHCHANDRAHUJ WAL	NA	NA	UMESHCHANDRAHUJ WAL	WEST BENGAL	711202	000000000000030026	300.00	29-OCT-2024	FF-4
UGAM	COMMERCIALPVT LTD	NOTAVAILABLE	NOTAVAILABLE	WEST BENGAL	700001	00000000000000002027	100.00	29-OCT-2024	FF-4
UGA	MOHAN CHOUDHARY	LATE BANGLACHAN CHOUDHARY	MOHAN	WEST BENGAL	711227	00000000000000003003	100.00	29-OCT-2024	FF-4
USHA	DUGANI	KUNESH MARDO	USHA	WEST BENGAL	700007	00000000000000003005	300.00	29-OCT-2024	FF-4
VARADHARAJAN	NA	NA	VARADHARAJAN	UTTAR PRADESH	Varanasi	00000000000000003006	200.00	29-OCT-2024	FF-4
VASANTKUMAR	NA	NA	VASANTKUMAR	Maharashtra	422401	00000000000000003003	300.00	29-OCT-2024	FF-4
VIVAY	VIVAY S	KESHAVAN	VIVAY	MAHARASHTRA	400071	00000000000000003006	500.00	29-OCT-2024	FF-4
VIVIANKUMAR	NA	NA	VIVIANKUMAR	GUJARAT	360001	00000000000000003009	100.00	29-OCT-2024	FF-4
VANIKUMAR	NA	NA	VANIKUMAR	WEST BENGAL	700044	00000000000000003009	24.00	29-OCT-2024	FF-4
VIRASOEL	NA	NA	VIRASOEL	RAJASTHAN	342001	00000000000000003007	200.00	29-OCT-2024	FF-4
VINAYAKSHARAD	NA	NA	VINAYAKSHARAD	GUJARAT	364730	00000000000000003002	200.00	29-OCT-2024	FF-4
VINAYAKSHARAD	NA	NA	VINAYAKSHARAD	WEST BENGAL	700073	00000000000000003008	100.00	29-OCT-2024	FF-4
VINAY	CHAND	PREM CHAND	VINAY	DELHI	110005	00000000000000003008	10.00	29-OCT-2024	FF-4
VISWANATHAN	NA	NA	VISWANATHAN	GUJARAT	363821	00000000000000003007	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	711310	00000000000000003009	10.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	711347	00000000000000003009	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	700001	00000000000000003011	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	414001	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	444005	00000000000000003011	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	RAJASTHAN	305001	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	711227	00000000000000003011	50.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	GUJARAT	364730	00000000000000003011	300.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	GUJARAT	364730	00000000000000003011	41.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	400706	00000000000000003011	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	400705	00000000000000003011	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	712223	00000000000000003011	1000.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	RAJASTHAN	302004	00000000000000003011	10.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	RAJASTHAN	302030	00000000000000003011	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	400053	00000000000000003011	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	KARNATAKA	576104	00000000000000003011	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	GUJARAT	382481	00000000000000003011	300.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	GUJARAT	383050	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	ANDHRA PRADESH	503001	00000000000000003011	400.00	29-OCT-2024	FF-4
VISHWAKSHEP	NOTAVAILABLE	NOTAVAILABLE	NOTAVAILABLE	TAMIL NADU	627011	00000000000000003011	300.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	410210	00000000000000003011	250.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	PUNJAB	140310	00000000000000003011	35.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	KERALA	671124	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	KERALA	671124	00000000000000003011	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	GUJARAT	364001	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	712204	00000000000000003011	1.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	TAMIL NADU	607003	00000000000000003011	200.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	400002	00000000000000003011	500.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	TAMIL NADU	610001	00000000000000003011	25.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	KERALA	688544	00000000000000003011	100.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	MAHARASHTRA	400004	00000000000000003011	150.00	29-OCT-2024	FF-4
VISHWAKSHEP	BARU K	KOVURU MOHAN KRISHNA	BARU K	Telengana	511002	00000000000000003011	2.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	KERALA	671033	00000000000000003011	180.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	740201	00000000000000003011	1.00	29-OCT-2024	FF-4
VISHWAKSHEP	NA	NA	VISHWAKSHEP	WEST BENGAL	700134	00000000000000003011	1.00	29-OCT-2024	FF-4
VISHWAKSHEP	KUMAR	SULTANA BANAMATI	KUMAR	WEST BENGAL	700001	00000000000000003011	500.00	29-OCT-2024	FF-4

