



Plot No. 686, Road No: 33, Jubilee Hills, Hyderabad - 500033
Tel : +91-40-23550502 / 23550503 / 23540504
E-mail: info@alphageoindia.com, Website: www.alphageoindia.com

Date: 23-06-2025

To
Listing Department
National Stock Exchange of India Limited
Exchange Plaza, Plot No. C-1, G Block,
Bandra Kurla Complex, Bandra (E)
Mumbai – 400 051
NSE Symbol: ALPHAGEO

To
Department of Corporate Services
BSE Limited
1st Floor, New Trading Ring, Rotunda Building,
Phiroze Jeejeebhoy Towers, Dalal Street, Fort,
Mumbai – 400 001
BSE Scrip Code: 526397

Dear Sir,

RE: Intimation under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations").
SUB: Intimation to Shareholders holding Shares in Physical form for furnishing PAN, KYC, Nomination Details

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015, as amended, read with applicable SEBI Circulars, we are attaching herewith a specimen copy of the letter sent by the Company Registrar and Transfer Agent ('RTA') on June 23, 2025, to the identified shareholders holding shares in physical form for furnishing their KYC details for updating records with KFin Technologies Limited, Registrar and Transfer Agent ('RTA') of the company.

Kindly take the same on your records.

Thanking you,
For **Alphageo (India) Limited**

SAKSHI
MATHUR
Digitally signed by SAKSHI MATHUR
DN: c=IN, o=Personal,
postalCode=500072, st=Telangana,
serialNumber=CE5707270F9DB357F49
4054C093BFC8CF51350C9834545BCE
A1D86646CA77D2, cn=SAKSHI
MATHUR
Date: 2025.06.23 12:54:21 +05'30'

Sakshi Mathur
Company Secretary & Compliance Officer

ALPHAGEO (INDIA) LIMITED

CIN: L74210TG1987PLC007580

Regd. Office: 802, Babukhan Estate, Basheerbagh, Hyderabad – 500 001

Corporate Office: Plot No. 686, Road No-33, Jubilee Hills, Hyderabad- 500033

Tel:040-23550502/503 | **Email:** cs@alphageoindia.com | **Website:** www.alphageoindia.com

Date:

Dear Shareholder,

Sub: Reminder to update KYC Details- URGENT ATTENTION

Ref: SEBI Master Circular Ref no SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7th 2024 and Circular Ref no: SEBI/HO/MIRSD/POD-1/P/CIR/2024/81 dated June 10, 2024 (hereinafter collectively referred as “SEBI Circulars”)

Folio No.

We would like to bring your attention to the SEBI Circulars mentioned above, (which have consolidated, rescinded, or amended earlier circulars issued by SEBI). These circulars mandate that all holders of physical securities whose folios are not updated with KYC details—such as PAN, choice of nomination, contact details, mobile number, email, bank account details, and signature—must provide the necessary KYC documents to the RTA (Registrar and Transfer Agent) to update their folios.

Please note the following:

1. Security holders whose folios are not registered with any KYC documents will be eligible to lodge grievances or request any services from the RTA only after submitting complete KYC documents and details.
2. They will also be eligible to receive any payments, including dividends, interest, or redemption payments related to such folios, only after providing the complete KYC documents and details. Payments will be made through electronic mode only, effective from April 1, 2024.

As outlined in the mentioned circulars, any dividends payable for your holdings will be processed and paid electronically. Therefore, we request that you update your folio(s) with all required KYC documents to ensure the smooth processing of future dividends and other payments.

To update your KYC details for your folio, please send the following documents:

1. A duly filled **Form ISR-1** along with self-attested supporting documents for updating your KYC details.
2. A completed **Form ISR-2** with your signature attested by your banker, plus either an original canceled cheque with your name printed on it or a self-attested copy of your bank passbook or statement.
3. A completed **Form SH-13** for updating your nomination.

Investors can download the above forms available on the website of KFin Technologies Limited at: <https://ris.kfintech.com/clientservices/isc/isrforms.aspx>

Please forward the duly completed KYC documents to our Registrar and Transfer Agent (RTA), KFin Technologies Limited

You can submit the documents in any of the following ways:

- a. Through **hard copies** which should be self -attested and dated; **OR**
- b. Through electronic mode, provided that they are sent through **E-mail id of the holder registered with RTA** and all documents should be electronically/digitally signed by the Shareholder and in case of joint holders, by first joint holder. **OR**
- c. Through **web- portal of RTA viz. KFin Technologies Limited - <https://ris.kfintech.com>**

Further, please note that transfer of shares in physical form is not permitted w.e.f April 1, 2019. Shareholders holding shares in physical form are requested to kindly convert shares from physical form to demat form at the earliest possible

Brief process of Dematerialization: For dematerialisation of shares, you may approach any SEBI registered depository participant (DP) and follow the process given below:

1. Open a demat account (This step is not applicable if you already have a demat account)
2. Once the demat account is opened or if you already have the demat account, you may contact your DP for further course of action. Once the share certificates and other requisite documents are submitted by you to your DP, the same will be forwarded to Registrar and Share Transfer Agent (RTA) i.e. **KFin Technologies Limited**

After scrutiny of documents, the dematerialised shares will be credited to your demat account.

Please treat this as our specific intimation for updation of KYC details as mandated vide **SEBI Master Circular Ref no SEBI/HO/MIRSD/POD-1/P/CIR/2024/37 dated May 7th 2024**

In case of any query, please feel free to contact us at:

Name and Address of Company	Name and address of Registrar
Alphageo (India) Limited Plot No 686, Road No-33, Jubilee Hills, Hyderabad – 500033 Phone no: - 04023550502/503 Email – cs@alphageoindia.com	KFin Technologies Limited (Unit: ALPHAGEO (INDIA) LIMITED) Selenium Tower-B, Plot No 31 & 32 Gachibowli, Financial District Nanakramguda, Serilingampally Hyderabad – 500 032, Telangana. Phone No: 040-67162222 Email: einward.ris@kfintech.com

Thanking you,

Your's sincerely,
For ALPHAGEO (INDIA) LIMITED

Sakshi Mathur
Company Secretary