



Reg. Office: K-20, 2nd Floor, Lajpat Nagar-II, New Delhi-110024
Tel.: 0120-6721900 | **Email:** info@skywebindia.in | **Web:** www.skywebindia.in
CIN No.: L72200DL1985PLC019763

Ref. No. - SIL/CO/SE/2023-24/13

22nd May, 2023

To

**Listing Department,
Metropolitan Stock Exchange of India Limited,
Building A, Unit 205A, 2nd Floor,
Piramal Agastya Corporate Park,
L.B.S Road, Kurla West,
Mumbai - 400 070**

SYMBOL: SKYWEB

Sub: Disclosure under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Ref.: Intimation to the Shareholders holding shares in Physical Mode to submit/update the PAN, KYC details and Nomination

Dear Sir(s),

In compliance with Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith copy of draft letter dispatched today i.e. on 22nd Day of May, 2023 to the holders of physical securities of the Company, who have not submitted/updated their PAN, KYC and Nomination Details as per SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 read with SEBI Circular Nos. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated November 03, 2021 and SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated December 14, 2021.

In this regard, we would like to inform that the requisite forms are also available on the Company's website under the web link <https://skywebindia.in/share-registration.php> or can also be downloaded through the website of our RTA viz. Beetal Financial & Computer Services Pvt. Ltd. at www.beetalfinancial.com.

Kindly take the above information in your records.

Thanking You,

**Yours truly
For Skyweb Infotech Limited**

**Yamini
Company Secretary & Compliance Officer**

Folio No:

Name:

Address:

Subject: Mandatory furnishing of PAN, KYC details and Nomination by holders of physical securities.

Ref: SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 (the "SEBI Circular")

Company: Skyweb Infotech Limited

Dear Shareholder,

We would like to inform you that as per SEBI Circular Nos. SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2021/655 dated November 03, 2021 & SEBI/HO/MIRSD/MIRSD_RTAMB/P/ CIR/2021/687 dated December 14, 2021 where all holders of physical securities of the Company are mandatorily required to furnish the following documents / details to the RTA:

- a. PAN
- b. Nomination
- c. Contact Details
- d. Bank Account details
- e. Specimen Signature

As we had already sent KYC /Nomination forms (ISR-1, ISR-2, ISR-3 & SH-13) to you, but, till date you have not submitted the same with us/our RTA for further updation.

We once again request you to please look into the matter personally and arrange to update your KYC/Nomination with our RTA immediately. In case you have not received/misplaced your KYC/Nomination forms, please download the same from the website of the Company available under the web link <https://skywebindia.in/share-registration.php> or through the website of our RTA www.beetalfinancial.com and send the same immediately.

As per SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16th March, 2023, if physical shareholders have not completed their KYC/Nomination with the Company, then the securities will be frozen by RTA on or after 1st October, 2023.

Hence we advised you to please treat the matter as most urgent.

Thanking you,

Yours faithfully

For and behalf of
Skyweb Infotech Limited

Beetal Financial & Computer Services Pvt. Ltd
(Registrar and Transfer Agent)

Authorized Signatory

(This is a computer generated letter, hence no signature required)