



ARTSON ENGINEERING LIMITED

Intimation to Shareholders - Request to update the details

Dear Shareholders,

In view of the COVID-19, the Ministry of Corporate Affairs (MCA) vide its circulars No. 14/2000 dated 8th April 2020; No. 17/2020 dated 13th April 2020; No. 20/2020 dated 5th May 2020; No. 02/2021 dated 13th January 2021; No. 21/2021 dated 14th December 2021; and No. 2/2022 dated 5th May 2022 allowed certain classes of Companies to conduct their Annual General Meeting (AGM) through video conferencing (VC) or Other Audio-Visual Means (OAVM). The MCA has granted permission to send communications to the shareholders of the Company through their registered email IDs.

Registration of email ID by the Shareholders will help in better and timely communication between the Company and the shareholders. Therefore, we urge the shareholders for registration and/ or updation of their email IDs, Permanent Account Number (PAN) and Bank mandate as it ensures the receipt information in timely, faster and easier manner and more importantly avoids fraudulent transactions.

Accordingly, to update the email ID with the Company and other details, shareholders are requested to follow the below procedure:

Updation	Procedure	Documents
Email ID & PAN	Physical Holding: Send an email to Company's email ID i.e., investors@artson.net (or) to the Company's Registrar & Transfer Agent, Link Intime (India) Private Limited email ID i.e., rnt.helpdesk@linkintime.co.in along with the details in prescribed form ISR-1, which is available on the Company's Website.	Signed form along with backup KYC documents
	Demat Holding: Update the email ID / PAN through your Depository Participant (DP)	---
Bank Mandate	Physical Holding: Send an email to Company's email ID i.e., investors@artson.net (or) to the Company's Registrar & Transfer Agent, Link Intime (India) Private Limited email ID i.e., rnt.helpdesk@linkintime.co.in along with the details in prescribed form ISR-1 or ISR-2 as applicable, which are available on the Company's Website.	Signed form along with backup documents
	Demat Holding: Update the email ID / PAN through your Depository Participant (DP)	---

Please note that, in view of the aforesaid circulars, physical dispatch of the communications / notices / financial statements / dividend warrants, if any or any such documents is restrained by the Company.