



BHARAT PETROLEUM CORPORATION LIMITED

CIN No. L23220MH1952GOI008931

Registered Office: Bharat Bhavan, 4&6 Currimbhoy Road, Ballard Estate, Mumbai 400 001

E-mail: ssc@bharatpetroleum.in Website : www.bharatpetroleum.in | Tel. No: 2271 3000/ 4000

To,
The Shareholder,

July 12, 2024

**Re: i) Dividend to be paid only Electronically from April 01, 2024;
ii) Dividend Eligibility only after providing KYC information**

This communication is in accordance with SEBI Master Circular to RTAs dated May 07, 2024. As per the said circular, all the Security Holders, have to furnish PAN, Nomination, address with PIN Code, Mobile Number, Bank Account details and specimen signature with the RTA. **Shareholder shall be eligible for dividend only through electronic mode with effect from April 01, 2024, only on furnishing the above details.**

The process for submission of information is as follows:

1. For submission of PAN, contact, Bank and specimen signatures, **Form ISR-1** shall be used by shareholders
2. For submission of nomination, **Form SH-13, SH-14 and ISR-3** shall be used by shareholders.
3. For registering new bank details or where there is a change in such details, mandatory submission of **Original cancelled cheque leaf** bearing the name of the first named security holder or alternatively, submission of copy of bank passbook/ statement attested by the bank along with **Form ISR-2** is required. In case of joint holding, updation of bank details will be done based on the documents provided by the first holder only.

To download the above forms, shareholders can access through the following link:

<https://www.bharatpetroleum.in> ➡ Bharat Petroleum ➡ For Investors ➡ KYC Updation ➡ Formats for KYC

The above documents are required to be sent to the Company's address mentioned above or RTA's address mentioned below:

RTA's Address: The Manager, Data Software Research Company Private Limited, No. 19, Pycrofts Garden Lane, Nungambakkam, Chennai – 600 006. Tel.: 044-2821 3738, 044-2821 4487

If you need any clarification/further information in the matter you may please write email at bpcl@dsrc-cid.in

Thanking you,

Yours faithfully,
for Bharat Petroleum Corporation Limited

Sd/-
V.KALA
Company Secretary