

**Resident Shareholder:**

<b>Particulars</b>	<b>Applicable Rate</b>	<b>Documents required (if any)</b>
<b>With PAN</b>	10.00.%	Update/Verify the PAN, and the residential status as per Act, if not already done, with the depositories (in case equity shares are held in DEMAT mode) and with the Company's Registrar and Transfer Agents (RTA) – Alankit Assignments Ltd., Alankit House 4E/2, Jhandewalan Extension New Delhi-110055 (in case equity shares are held in physical mode).
<b>Without PAN/ Invalid PAN</b>	20%	N.A.
<b>Submitting Form 15G/ Form 15H</b>	NIL	Duly verified Form 15G or 15H (as may be applicable and in duplicate) is to be furnished along with self-attested copy of PAN card. (This form can be submitted only in case the shareholder's tax on estimated total income for FY 2020-21 is Nil).  The Forms can be downloaded from the link <a href="https://www.incometaxindia.gov.in/pages/downloads/most-used-forms.aspx">https://www.incometaxindia.gov.in/pages/downloads/most-used-forms.aspx</a>
<b>Submitting Order under Section 197 of the Act</b>	Rate provided in the Order	Lower/NIL withholding tax certificate obtained from tax authority. Tax will be deducted at the rate specified in the said certificate, subject to furnishing of a self-attested copy of the same. The certificate should be valid for the FY 2020-21 and should cover the dividend income.
<b>An Insurance Company as specified under Sec 194 of the Act</b>	NIL	Self-declaration that it has full beneficial interest with respect to the shares owned by it along with Self attested copy of PAN card and copy of registration certification issued by the IRDAI.
<b>Mutual Fund specified under clause (23D) of Section 10 of the Act</b>	NIL	Self-declaration that they are specified as in Section 10 (23D) of the Act along with self-attested copy of PAN card and registration certificate.
<b>Any person for or on behalf of New Pension System – Trust under clause (44) of Section 10 of the Act</b>	NIL	Self-declaration that they are specified as in Section 10 (44) of the Act.
<b>Alternative Investment Fund (AIF)</b>	NIL	Self-declaration that they are specified in Section 10 (23FBA) of the Act and established as Category I or Category II AIF under the SEBI regulations along with self-attested copy of

established in India		PAN card and registration certificate issued by SEBI.
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**Non-Resident Shareholder:**

Particulars	Applicable Rate	Documents required (if any)
<b>Foreign Institutional Investors (FIIs) / Foreign Portfolio Investors (FPIs)</b>	20% applicable surcharge (plus and cess)	Update/Verify the PAN and legal entity status as per the Act, if not already done, with the depositories (in case equity shares are held in DEMAT mode) or with the Company's Registrar and Transfer Agents Alankit Assignments Ltd 4E/2, Jhandewalan Extension New Delhi-110055 (in case equity shares are held in physical mode). Provide self declaration whether the investment in shares has been made under the general FDI route or under the FPI route.
<b>Other Non-resident shareholders</b>	20% applicable surcharge (plus and cess)	Update/Verify the PAN, legal entity status and the residential status as per the Act, if not already done, with the depositories (in case of shares held in DEMAT mode) and with the Company's Registrar and Transfer Agents - Alankit Assignments Ltd 4E/2, Jhandewalan Extension New Delhi-110055 (in case of shares held in physical mode).
<b>Lower rate prescribed under the tax treaty which applies to the non-resident shareholder (other than investments made under FPI route)</b>	Tax Treaty Rate**	In order to apply the Tax Treaty rate, all the following documents would be required: <ol style="list-style-type: none"> <li>1. Self-Attested copy of Indian Tax Identification number (PAN).</li> <li>2. Self-Attested copy of the Tax Residency Certificate (TRC) applicable for the period April 2020 to March 2021 obtained from the tax authorities of the country of which the shareholder is a resident.</li> <li>3. Self-declaration in Form 10F duly filled and signed. The declaration format can be downloaded from the following link <a href="https://www.incometaxindia.gov.in/forms/income-tax%20rules/103120000000007197.pdf">https://www.incometaxindia.gov.in/forms/income-tax%20rules/103120000000007197.pdf</a></li> <li>4. Self-declaration from Non-resident, primarily covering the following: <ul style="list-style-type: none"> <li>• Non-resident is eligible to claim the benefit of respective tax treaty;</li> <li>• Non-resident receiving the dividend income is</li> </ul> </li> </ol>

		<p>the beneficial owner of such income;</p> <ul style="list-style-type: none"> <li>• Dividend income is not attributable/effectively connected to any Permanent Establishment (PE) or Fixed Base in India;</li> <li>• Non-resident complies with any other condition prescribed in the relevant Tax Treaty and provisions under the Multilateral Instrument ('MLI');</li> <li>• Non-resident does not have a place of effective management in India.</li> </ul> <p>Application of the beneficial rate of tax treaty for TDS is at the discretion of the company and shall depend upon completeness of the documentation and review of the same by the Company.</p>
<p><b>Submitting Order u/s 197 (i.e. lower or withholding tax certificate)</b></p>	<p>Rate provided in the Order</p>	<p>Lower/NIL withholding tax certificate obtained from tax authority. Tax will be deducted at the rate specified in the said certificate, subject to furnishing a self-attested copy of the same. The certificate should be valid for the FY 2020-21 and should cover the dividend income.</p>

\*\* The Company is not obligated to apply the beneficial Tax Treaty rates at the time of tax deduction/withholding on dividend amounts. Application of beneficial Tax Treaty Rate shall depend upon the completeness of the documents submitted by the Non- Resident shareholder and review to the satisfaction of the Company.

Notes:

(i) In case tax on dividend is deducted at a higher rate in the absence of receipt of the aforementioned details / documents, you would still have the option of claiming refund of the excess tax paid at the time of filing your income tax return. No claim shall lie against the Company for such taxes deducted.

To verify the tax deduction, the shareholders can also check their Form 26AS/ Annual Information Statement (AIS) from their e-filing account at <https://incometaxindiaefiling.gov.in>.

(ii) The documents as applicable, are required to be sent to M/s Alankit Assignments Ltd., Company's Registrar and Share Transfer Agent (RTA) along with a signed request letter on or before the record date *in order* to enable the Company to determine the appropriate TDS rates. It is advisable to send the documents at the earliest so as to enable the Company to collate the documents to determine the appropriate TDS rates. The certified copy of documents along with a request letter should be sent from your registered email to the RTA email id at [alankit\\_rta@alankit.com](mailto:alankit_rta@alankit.com). Alternatively, the duly signed copies of relevant documents may be sent to M/s Alankit Assignments Ltd., Company's Registrar and Share Transfer Agent (RTA) at

4E/2, Jhandewalan Extension New Delhi-110055, which must reach to them on/before the record date i.e. 20<sup>th</sup> August'2021

(iii) No communication relating to tax determination/deduction received after the record date i.e. 20<sup>th</sup> August' 2021 shall be entertained for purpose of calculation of TDS for payment of the Final Dividend.

(iv) In case tax on dividend is deducted at a higher rate in the absence of receipt of the afore mentioned details / documents, you would still have the option of claiming refund of the excess tax paid at the time of filing your income tax return. No claim shall lie against the Company for such taxes deducted.

(v) We also request you to submit / update your bank account details with your Depository Participant, in case you are holding shares in the electronic form. In case your shareholding is in the physical form, you will have to submit a scanned copy of a covering letter, duly signed by the first shareholder, along with a cancelled cheque leaf with your name and bank account details and a copy of your PAN card, duly self-attested, to Alankit Assignments Ltd at 4E/2, Jhandewalan Extension New Delhi-110055. This will facilitate receipt of dividend directly into your bank account. In case the cancelled cheque leaf does not bear your name, please attach a copy of the bank pass-book statement, duly self-attested. We also request you to register/update your email IDs and mobile numbers with Depositories / RTA at Alankit Assignments Ltd. 4E/2, Jhandewalan Extension New Delhi-110055.

For further clarification or query on tax related issues, please send your mail to [alankit\\_rta@alankit.com](mailto:alankit_rta@alankit.com) Please intimate your contact no. in the mail so that we can get back to you in case of any issues.