

## Sundaram Finance Limited

21 Patullos Road, Chennai 600002

8<sup>TH</sup> June 2022

### IMPORTANT MESSAGE TO SHAREHOLDERS OF SUNDARAM FINANCE LIMITED

#### A. DIVIDEND DECLARED DETAILS & TAX DEDUCTION THEREON

1. The company has paid an **Interim dividend of ₹10/- per share** (100%) for the financial year 2021-22 on 4<sup>th</sup> March 2022.
2. The Board of Directors has recommended a **Final dividend of ₹10/- per share**(100%) subject to the approval by the shareholders at the ensuing Annual General Meeting. The final dividend, if approved, will be paid on or after 28<sup>th</sup> July 2022.

#### GENERAL INFORMATION WITH REGARD TO DEDUCTION OF TAX AT SOURCE (TDS)

##### 1. Resident Shareholders:

- a. Where the total dividend in a Financial Year exceeds ₹5,000/-, if a valid PAN has been registered by the shareholder, in the demat account with the DP/ physical folio with the Company RTA, TDS will be deducted @ 10% on the amount of dividend
- b. **TDS will be deducted @ 20%, if a valid PAN has not been registered.**
- c. TDS will be deducted at twice the applicable rate, in case the shareholder is classified as a **“Specified Person”** under Section 206AB of the Income Tax Act, 1961

**“Specified Persons”** for the above purpose are those persons:

- Who have not filed their return of Income for the previous two financial years.
- Who have been subjected to Tax deduction /collection at source aggregating to ₹ 50, 000/- or more in each of those financial years.

- d. A Resident individual shareholder with PAN and who is not liable to pay income tax can submit a yearly declaration in Form No. 15G/15H which can be downloaded either from <https://investors.cameoindia.com> or from the Company's website to avail the benefit of non-deduction of tax at source. Shareholders may submit the declaration in form no. 15G/15H online on <https://investors.cameoindia.com> by 11.59 P.M. IST on 11<sup>th</sup> July 2022. Shareholders are requested to note that in case their PAN is not registered, tax will be deducted at a higher rate of 20%.

##### 2. Non-Resident Shareholders:

- a. TDS will be deducted @ 20% (plus applicable surcharge & cess) or at the applicable Tax Treaty Rates, whichever is lower, applicable on the amount of the dividend payable.
- b. Non-resident shareholders can avail beneficial rates under the Tax Treaty between India and their country of residence, subject to providing necessary documents, i.e. No Permanent Establishment and Beneficial Ownership Declaration, Tax Residency Certificate, Form 10F, any other document which may be required to avail the Tax

Treaty benefits, by sending an email to [investor@cameoindia.com](mailto:investor@cameoindia.com) . The aforesaid declarations and documents should be submitted by the shareholders on or before 11.59 P.M. IST, 11<sup>th</sup> July 2022.

- **The last date for receipt of filled in forms – 11.07.2022 11.59 P.M.**
- The form should be filled in all respect and incomplete forms are subject to rejection.

#### **B. SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM**

The Securities and Exchange Board of India ('SEBI') vide its Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated 3<sup>rd</sup> November 2021, has mandated all the **investors holding securities in physical form** to furnish the below mentioned forms duly filled in with proper details and the relevant self-attested documents with date, to the Company or its Registrar and Share Transfer Agent ('RTA'). The company has also intimated the Physical security holders about the deficiency of documents individually.

**Kindly note all physical folios without valid PAN, KYC and Nomination details shall be frozen by our RTA w.e.f. 1<sup>st</sup> April 2023.**

All non-compliant physical holders are requested to make use the respective following documents to avoid freezing of their folios: (kindly click on the below links as required)

S.No.	Form	Purpose
1.	<a href="#">ISR-1</a>	Request for registering PAN, KYC details or changes / updation thereof
2.	<a href="#">ISR-3</a>	Declaration Form for Opting-out of Nomination by holders of physical securities (if any)
3.	<a href="#">SH-13</a>	Nomination Form
4.	<a href="#">SH - 14</a>	Cancellation or Variation of Nomination (if any)

The Securities and Exchange Board of India ('SEBI') vide its Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 dated 25<sup>th</sup> January 2022, has mandated Issuance of Securities only in dematerialized form.

All physical holders are requested to furnish the following document for getting their shares dematerialised.

S.No.	Form	Purpose
1.	<a href="#">ISR-4</a>	Issuance of Securities in dematerialized form in case of Investor Service Requests

In view of the above, you are advised to furnish the aforesaid documents / forms / details to the Company or the RTA (Cameo Corporate Services Limited) at the earliest, to the following address.

Contact details of the Company	Contact details of RTA
<b>P N Srikant,</b> Secretary & Compliance Officer Sundaram Finance Limited 21, Patullos Road Chennai – 600002 Ph: 044-28881207, M:9444071183 Email – <a href="mailto:Investorservices@sundaramfinance.in">Investorservices@sundaramfinance.in</a>	<b>R Komalavalli,</b> Senior Manager M/S Cameo Corporate Services Ltd Subramanian Buiding, No.1 Club House Road, Chennai – 600002 Ph: 0442846 0390 to 0395 Email - <a href="mailto:investor@cameoindia.com">investor@cameoindia.com</a>

#### **C. FOR SHARES HELD IN THE DEMAT FORM, THE SHAREHOLDERS MAY KINDLY CONTACT THEIR RESPECTIVE DEPOSITORY PARTICIPANTS FOR REGISTERING EMAIL ID, MOBILE NUMBER, AND BANK ACCOUNT DETAILS.**