



Manner of registration / updation of e-mail:

1. Members who have not registered their e-mail addresses are requested to follow the procedure listed down herein below for registering their e-mail address:

Type of holder	Process to be followed for registration of e-mail address and mobile number
Physical	Members may send an e-mail request to einward.ris@kfintech.com or investorservices@wendtindia.com along with: <ul style="list-style-type: none">- Form ISR-1, Form ISR-2, Form ISR-3 / Form SH-13 for updation of KYC details including e-mail address*;- Scanned copy of the signed request letter mentioning the Folio No., name of the Member, e-mail address and mobile number;- Self-attested copy of PAN;- Self-attested copy of any address proof including Aadhar, Passport etc.;- Scanned copy of share certificate(s) (front and back).
Demat	Members may contact their DPs and register or update their respective e-mail addresses in the demat account, as per the process recommended by the DP.

Alternatively, Members can register their e-mail address and mobile number by clicking <https://ris.kfintech.com/clientservices/postalballot/registration.aspx> and giving the necessary details. After due verification, the RTA shall send the Postal Ballot Notice requested by the Member.

**The forms can be downloaded from <https://www.wendtindia.com/investors/>.*

Further, after providing the e-mail request as above, Members are requested to send the hard copy of the documents stated hereinabove addressed to M/s. KFin Technologies Limited, Selenium Building, Tower - B, Plot No. 31 & 32, Financial District, Nanakramguda, Serilingampally, Hyderabad – 500032.

2. Members updating their e-mail address through Depository Participant after the Cut-Off Date are required to communicate the same to the Company / RTA by writing an e-mail to investorservices@wendtindia.com and einward.ris@kfintech.com. Members updating their e-mail address after the Cut-Off Date are entitled to receive the Postal Ballot Notice.