Kajaria
INDIA'S NO.1 TILE COMPANY

September 10, 2026

National Stock Exchange of India Limited
Exchange Plaza
Bandra Kurla Complex
Bandra (E)
Mumbai – 400 051

BSE Limited
P.J. Towers
Dalal Street
Mumbai - 400 001

Dear Sirs,

Re.: <u>Disclosure pursuant to the provisions of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015</u>

Pursuant to the provisions of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith a copy of the letter being circulated to the shareholders of the Company, who hold shares of the Company in physical mode, for furnishing of PAN and KYC details, as per the provisions of the Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated February 6, 2026 issued by the SEBI.

This is for your information and record.

Thanking you,

For Kajaria Ceramics Limited

Vinit Kumar
Digitally signed by Vinit Kumar
Date: 2026.09.10 16:40:19 +05'30'

Vinit Kumar
General Counsel & Company Secretary

Encl.: As above

Kajaria Ceramics Limited
Corporate Office: J1/B1 (Extn.), Mohan Co - op Industrial Estate, Mathura Road, New Delhi - 110044, **Ph.:** +91-11-26946409
Regd Office: SF-11, Second Floor, JMD Regent Plaza, Mehrauli Gurgaon Road, Village Sikanderpur Ghosi, Gurugram-122001, Haryana, **Ph.:** +91-124-4081281
CIN No.: L26924HR1985PLC056150, **E-mail:** info@kajariaceramics.com | **Web.:** www.kajariaceramics.com

KAJARIA CERAMICS LIMITED

[CIN: L26924HR1985PLC056150]
Registered Office: SF-11, Second Floor, JMD Regent Plaza, Mehrauli Gurgaon Road, Village Sikanderpur Ghosi, Gurgaon, Haryana-122001 **Phone:** +91-124-4081281
Corporate Office: J-1/B-1 (Extn.), Mohan Co-operative Industrial Estate, Mathura Road, New Delhi-110044
Phone: +91-11-26946409 **Website:** www.kajariaceramics.com **E-mail:** investors@kajariaceramics.com

Dear Shareholder(s),

Subject: Mandatory furnishing of PAN and KYC Details by shareholders, who hold shares in physical mode

This is to bring to your kind notice that the Securities and Exchange Board of India ('SEBI'), [vide SEBI's Master Circular No. HO/38/13/(4)2026-MIRSD-POD/I/4298/2026 dated February 6, 2026 ('Master Circular')], has made it mandatory for the shareholders, who hold shares in physical mode to furnish/update PAN, Contact Details (Postal Address with PIN), Mobile Number, Signature and Bank account details. with the Company/its Registrar and Share Transfer Agent ('RTA').

In accordance with the Para 20.2 of the Master Circular regarding folios without PAN and KYC details, the shareholders whose folio(s) do not have PAN, Contact Details, Bank Account Details and Specimen Signature updated, will be eligible:

- to lodge grievance or avail any service request from the Company's Registrar and Share Transfer Agent ('RTA') only after furnishing PAN and KYC details.
- for any payment of dividend in respect of such folios, only through electronic mode with effect from April 1, 2024 and such payment shall be made electronically upon furnishing the above said details as mentioned in the Master Circular.

In view of the above Master Circular, the existing shareholders holding shares of the Company in physical mode are required to furnish the PAN and KYC details as above to the Company's RTA in the prescribed forms (available on the websites of the Company and its RTA) to avail uninterrupted service request as well as dividend credit in bank account, as no dividend is paid by the Company to the shareholders holding shares of the Company in physical mode by way of issuance of physical warrant with effect from April 1, 2024.

Please note that PAN to be furnished by you must be linked with Aadhaar. In case the same is not so linked, you are requested to do the same immediately. In the event the PAN in not linked with Aadhaar, then the PAN will be deemed to be invalid and consequently your folio will be treated in the same manner as applicable in case of folios for which no PAN has been furnished.

Since the aforesaid details with respect to the shares of the Company held by you are not present in the Company's records, we request you to please provide the following documents / form(s) which can be downloaded from the website(s) of the Company/its RTA:

a) For updating PAN and KYC details, please fill up Form ISR-1.

b) Self-attested copy of your PAN card (including PAN card of the joint holders duly self-attested by them).

c) Postal address with PIN Code, self-attested copy of any valid address proof, as prescribed in Form ISR-1.

d) Mobile number and E-mail address (if any).

e) Bank account details i.e., Bank name, Branch details, Account number and IFS Code supported by self-attested bank statement/ bank attested copy of passbook or original blank cancelled cheque leaf.

f) Specimen signature – Bank attested signature in Form ISR-2.

g) For providing the details regarding Nomination, please provide the details in Form SH-13. If you do not wish to nominate any person, then you have to submit 'Declaration to opt-out of nomination' in Form ISR-3. For any cancellation or change in nomination, Form SH-14 is to be provided. Please note that in case of cancellation of nomination by shareholder through Form SH-14, declaration to opt-out in form ISR-3 shall also be provided by the shareholder.

Further, the SEBI has (vide SEBI's Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated January 30, 2026) further allowed to open Special Window for another period of one year from February 5, 2026 to February 4, 2027 to facilitate transfer and dematerialization of physical shares. During the said period, the shares that are re-lodged for transfer will be issued only in demat mode, subject to compliance of applicable laws including circular, etc. Thus, the Members holding shares in physical mode are encouraged to take advantage of this opportunity by furnishing the necessary documents to the Company's RTA and also requested to dematerialise their shareholding by furnishing the necessary documents to the Company's RTA.

Further, the SEBI has also mandated that transfer/sale of the shares held in physical mode shall not be processed unless the same are held in the dematerialised form. This implies that you will not be able to transfer/sale the Company's shares held in physical mode. In view of this, we request you to dematerialise your shares at the earliest.

We request you to send the above details/documents to the Company's RTA at the following address:

MCS SHARE TRANSFER AGENT LIMITED
179-180, DSIDC Shed, 3rd Floor,
Okhla Industrial Area, Phase-1
New Delhi-110020
Phone: +91-11-41406149-51

Alternatively, you may also submit the same through electronic mode (email: helpdeskdelhi@mcsregistrars.com), provided that documents are sent through an e-mail of the shareholder registered with the Company and all the documents are digitally signed/self-attested by the shareholder (in case of joint holders, by first joint holder).

Thanking you,

For Kajaria Ceramics Limited

Sd/-
Vinit Kumar
General Counsel & Company Secretary