

Intimation to Shareholder(s)

The Ministry of Corporate Affairs (MCA), vide Circular no. 03/2025 dated September 22, 2025 read with General Circular no. 09/2024 dated September 19, 2024, General Circular no. 09/2023 dated September 25, 2023, General Circular no. 10/2022 dated December 28, 2022, General Circular no. 2/2022 dated May 5, 2022, General Circular no. 2/2021 dated January 13, 2021, General Circular no. 20/2020 dated May 5, 2020, General Circular no. 17/2020 dated April 13, 2020 and General Circular no. 14/2020 dated April 8, 2020 issued by the Ministry of Corporate Affairs, Government of India (hereinafter collectively referred to as “MCA Circulars”) and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) has allowed conducting Annual General Meetings (AGMs) through Video Conferencing (VC) or Other Audio Visual Means (OAVM). MCA and SEBI have also granted permission to communicate with shareholders via their registered email IDs to facilitate better and timely communication. Shareholders are urged to register and/or update their Permanent Account Number (PAN) and bank mandate to ensure timely receipt of dividends or other considerations and to help prevent fraudulent encashment of warrants. Accordingly, to update the details with the Company, you may follow the below procedure:

Updation	Procedure	Documents
Email Id & PAN	Physical Holding: Send an email to Company’s email id investorrelations@saven.in or to the Company’s Registrar & Transfer Agent, XL Softech Systems Limited email id xlfield@gmail.com along with the details in prescribed form ISR-1 , which is available on the Company’s Website www.saven.in	A signed request letter mentioning your folio no. and signed form along with KYC documents.
	Demat Holding: Update the email id / PAN through your Depository Participant	
Bank Mandate	Physical Holding: Send an email to Company’s email id investorrelations@saven.in or to the Company’s Registrar & Transfer Agent, XL Softech Systems Limited email id xlfield@gmail.com along with the details in prescribed form ISR-1 or ISR-2 as applicable, which are available on the Company’s Website www.saven.in	A signed request letter mentioning your folio no. and signed form along with KYC documents.
	Demat Holding: Update the Bank mandate through your Depository Participant	

Please note that, in view of the aforesaid circulars, physical dispatch of any communication / notices / financial statements / dividend warrants or any such documents is not possible. It would be highly appreciated that the shareholders co-operate and support and do the needful at the earliest.