

Sundaram Finance Limited

21 Patullos Road, Chennai 600002

5th February 2024

IMPORTANT MESSAGE TO SHAREHOLDERS OF SUNDARAM FINANCE LIMITED

A. DIVIDEND DECLARED DETAILS & TAX DEDUCTION THEREON

1. The Board of Directors of the company at their meeting held on 5th February 2024 has recommended an **Interim dividend of ₹14/- per share (140%)** for the financial year 2023-24.
2. The record date for the above **dividend is 16th February 2024** and the dividend is payable on 1st March 2024.

GENERAL INFORMATION WITH REGARD TO THE TAX DEDUCTED AT SOURCE (TDS)

1. Resident Shareholders:

- a. Tax at Source will be deducted @ 10% on the amount of dividend payable where a shareholder is in receipt of total dividend exceeding ₹5,000 in a Financial Year, where a valid PAN has been registered by the shareholders against their respective demat account with the DP, for the shares held in dematerialised form and in case of the physical shareholders, the same has been registered against their respective folio in the Register of Members (ROM).
- b. **TDS will be @ 20%, in case if a valid PAN has not been registered.**
- c. TDS will be at twice the applicable rate, in case the shareholder is classified as “**Specified Person**” as per Section 206AB of the Income Tax Act, 1961

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

- not filed with the Income Tax Department, their return of Income for the previous financial year.
 - been subjected to tax deductions/ collection at source aggregating to ₹50,000/- or more in that financial year.
- 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 RTA’s website <https://investors.cameoindia.com> or from the Company's website <https://www.sundaramfinance.in/investor-info>), to avail the benefit of non-deduction of tax at source.
 - e. Where PAN is not linked with Aadhar by 30.06.2023 , PAN will be treated as invalid PAN and TDS will be @20%

The Form No.15G/15H should be filled in all respects and incomplete forms will be rejected.

Shareholders may submit the declaration form 15G/15H online @ <https://investors.cameoindia.com> on or before 11.59 P.M. IST , 16th February 2024. 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 @ 20% (plus applicable surcharge & cess) or at the Tax Treaty Rates, whichever is lower, on the amount of the dividend payable to the Non-Resident Shareholders.
- 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 . **The aforesaid declarations and documents should be submitted by the shareholders on or before 11.59 P.M. IST, 16th February 2024.**

- **The last date for receipt of filled in forms – 16.02.2024**
- **Incomplete Form No. 15G/15H will be rejected.**
- The Tax Exemption Forms or the Forms for availing the benefit of Tax Treaty Rate submitted earlier for the Dividend paid during July 2023 will not be considered relevant for this Dividend. Fresh Forms and Documents will be required to be submitted for availing such benefits.

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 3rd 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.

All non-compliant physical holders of shares are hence requested to update their records through the respective documents given below to avoid freezing of their folios:

| S.No. | Form | Purpose |
|-------|-------------------------|--|
| 1. | ISR-1 | Request for registering PAN, KYC details or changes / updation thereof |
| 2. | ISR-3 | Declaration Form for Opting-out of Nomination by holders of physical securities (if any) |
| 3. | SH-13 | Nomination Form |
| 4. | SH - 14 | 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 25th January 2022, has mandated Issuance of Securities in dematerialized form in case of Investor Service Requests.

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

| S.No. | Form | Purpose |
|-------|-----------------------|--|
| 1. | ISR-4 | 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 possible at the following address.

| Contact details of the Company | Contact details of RTA |
|--|---|
| Sri P N Srikant, CCO & Company Secretary Sundaram Finance Limited 21, Patullos Road Chennai – 600002 Ph: 044-28881207, M:9444071183 Email – Investorservices@sundaramfinance.in | M/S Cameo Corporate Services Ltd Unit Sundaram Finance Limited Subramanian Building, No.1 Club House Road, Chennai – 600002 Ph: 0442846 0390 to 0395 investor@cameoindia.com Contact person: R Komalavalli, Senior Manager |

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