

September 23, 2025

To,
The Secretary,
Metropolitan Stock Exchange of India Limited,
Vibgyor Towers, 4th floor, Plot No C 62, G - Block,
Opp. Trident Hotel, Bandra Kurla Complex, Bandra (E),
Mumbai – 400 098
Symbol: SOPHIA

Subject: Intimation to the Shareholders in terms of Regulation 30 of Securities Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015

Dear Sir/ Ma'am,

Pursuant to Regulation 30 of Securities Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 (Listing Regulations), as amended, please find enclosed herewith a copy of reminder letter being despatch on September 23, 2025 to the Shareholders holding shares in physical mode, in compliance with the SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 and other circulars. The physical shareholders are requested to furnish their PAN, KYC and Nomination details for updation to the Company or to the Registrar and Share Transfer Agent (RTA) i.e. ABS Consultants Private Limited.

In furtherance to the abovesaid letter, shareholders were also informed about the opening of a special window for re-lodgement of transfer requests for physical shares, which were lodged prior to the deadline of April 01, 2019 and rejected / returned / not attended due to the deficiency in the documents / process / or otherwise, in accordance with SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated July 02, 2025. All such re-lodgements with legally valid and complete documentation, where there is no dispute on ownership shall be considered.

The abovesaid information is also available on the website of the Company at www.sophiaexport.com

This is for your information and record.

Thanking you,
Yours Faithfully

For Sophia Exports Limited

(Lalit Agarwal)
Director
DIN: 00109920

SOPHIA EXPORTS LIMITED
CIN: L52110DL1985PLC020059
Reg. Off.: 4973/201 Pahtak Badalbage, Hauz Qazi, Delhi-110006, India
E-mail: info@sophiaexport.com, Phone: 01143041440

Ref: SEL/24-25/KYCUPD/REMIND4

To
The Shareholder,

Sub: Furnishing of PAN, KYC details, Nomination, Bank Account details and Specimen Signature by holders of Physical securities and norms for processing Dividend, Interest or Redemption.

SEBI, vide its circular dated November 03, 2021 (subsequently amended by circulars dated December 14, 2021, March 16, 2023 and November 17, 2023) mandated that the security holders (holding securities in physical form), whose folio(s) do not have PAN or Choice of Nomination or Contact Details or Mobile Number or Bank Account Details or Specimen Signature updated, shall be eligible for any payment including dividend, interest or redemption in respect of such folios, only through electronic mode with effect from April 01, 2024.

All holders of physical securities of the Company are mandatorily required to furnish the following documents / details to the RTA i.e. ABS Consultant Private Limited:

- a. Valid PAN and Aadhar Self Certified
- b. Nomination / Declaration to opt-out of Nomination
- c. Contact Details i.e., (Postal Address with Pin Code, Email ID and Mobile Number)
- d. Bank Account details i.e., (Bank Name, Branch, Account Number and IFSC Code)
- e. Specimen Signature
- f. Demat Account details

Investors shall submit Form ISR-1 to RTA for updating PAN and other KYC details. In case of mismatch in the signature of the holder in the records of RTA, the shareholder shall furnish original cancelled cheque and banker's attestation of the signature as per Form ISR-2. Shareholder shall use Form SH-13 and Form SH-14 for declaration of nomination and change in nomination respectively. However, in case nominee wants to opt-out of nomination, form ISR-3 shall be filed. Shareholders are requested to ensure the above details are updated with RTA, since folios for which the above details are not available thereafter will not be eligible for any payment Dividend, Interest or Redemption in respect of such Folios. Shareholders are also requested to furnish/update valid PAN i.e., to ensure Valid PAN it has to be linked with Aadhar to the RTA.

The Shareholders are further informed that SEBI vide its circular no. SEBI/HO/MIRSD/MIRSD-PoD/P/CIR/2025/97 dated July 02, 2025 has decided to open a special window only for re-lodgement of transfer deeds, which were lodged prior to the deadline of April 01, 2019 and rejected/returned/not attended to due to deficiency in the documents/process/or otherwise, for a period of six months from July 07, 2025 till January 06, 2026, in order to facilitate ease of investing for investors and to secure the rights of investors in the securities which were purchased by them. During this period, the securities that are re-lodged for transfer shall be issued only in demat mode. Due process shall be followed for such transfer-cum-demat requests. Relevant investors are encouraged to take advantage of this one-time window. The transfer request of physical shares can be re-lodged to the RTA.

Shareholders are therefore, requested to download the abovementioned forms and SEBI Circular from the website of our RTA <http://www.absconsultant.in/downloads.html>.

Kind Regards,
For Sophia Exports Limited

Sd/-
Lalit Agarwal
Director
DIN: 00109920

CONTACT DETAILS OF RTA ABS Consultant Private Limited Stephen House, Room No.99, 6th Floor 4, B.B.D. Bag (East), Kolkata-700 001 E-mail Id: absconsultant99@gmail.com Website: www.absconsultant.in
