

INSTRUCTIONS TO SHAREHOLDERS

Dear Sir / Madam,

For any inquiry / query related to your shareholding (physical / demat), we request shareholders to send communication either through registered email id of shareholder or through written request letter duly signed by the shareholder or through any Branch / Office of Bank of Baroda.

In case of Transmission of physical shares (death case), the request should be raised by the legal heir / next kin of the deceased member.

Further, SEBI has advised that in case of non-availability of Certificate Nos. / Distinctive Nos. / Folio Nos., only written request from physical shareholders will be accepted by RTA / Bank for further processing their request / query. (SEBI Circular no. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2022/70 dated May 25, 2022)

This will enable us to serve you better, faster and protect shareholders interest.

Address and email ID for correspondence:

	KFin Technologies Ltd. (RTA)	Bank of Baroda
Address	KFin Technologies Ltd. (Unit – Bank of Baroda) Selenium Tower B, Plot 31 & 32, Financial District, Nanakramguda, Serilingampally Mandal, Hyderabad - 500 032, Telangana	The Company Secretary, Bank of Baroda, 7th floor, Baroda Corporate Centre, C-26, G-Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051.
Email ID	einward.ris@kfintech.com	investorservices@bankofbaroda.com
Telephone Number	1800-309-4001	022 - 6698 5010 / 5731 / 5743
Website	www.kfintech.com	www.bankofbaroda.in/
Link to access Checklist / Procedures	https://ris.kfintech.com/clientservices/isc/default.aspx	https://www.bankofbaroda.in/shareholders-corner/procedure-formats-for-physical-shareholders-of-bank

Important Note:

While communicating to RTA/Bank, please enclose / provide following details:

- copy of share certificate (for physical shareholder)
- your request / query
- Folio No. / DP ID / Client ID, Name, Address, Mobile No. Email ID.