



**GARWARE**  
TECHNICAL FIBRES

**Garware Technical Fibres Limited**

**Corporate Identification Number (CIN):** L25209MH1976PLC018939

**Registered Office:** Plot No. 11, Block No. D-1, MIDC, Chinchwad, Pune 411 019

**Tel.:** +91- (20) 27990000 / 0306

**E-mail:** [secretarial@garwarefibres.com](mailto:secretarial@garwarefibres.com); **Website:** [www.garwarefibres.com](http://www.garwarefibres.com)

Date: 12/06/2025

Name: {Name}

DP ID and Client ID / Folio Number: {FILLER1}

**Dear Members**

**Sub.: Deduction of tax at source ("TDS") on payment of Dividend**

We are pleased to inform you that the Board of Directors at their Meeting held on Thursday, 15<sup>th</sup> May, 2025 has recommended a dividend of Rs. 1.50/- per share (15%) on 9,92,65,845 Equity Share of Rs.10/- each for the financial year 2024-25, subject to the approval of the Members of the Company, at the ensuing Annual General Meeting of the Company.

The dividend, as recommended by the Board of Directors, and if approved by the Members at ensuing Annual General Meeting, will be paid to those eligible Members holding the equity shares of the Company either in demat form or in physical form, as on the record date that will be fixed for determining eligibility of the Member to receive dividend.

In terms of the provisions of the Income-tax Act, 1961 ("the Act") as amended by the Finance Act, 2020, dividend paid or distributed by a Company on or after April 1, 2020, is taxable in the hands of the Members. The Company shall, therefore, be required to deduct TDS at the time of payment of dividend at the applicable tax rates. The rate of TDS would depend upon the category, residential status of the member and subject to fulfillment of conditions as provided herein below.

**Resident Shareholders:**

Please refer to the table below for the rate of TDS and documents to be provided:

Category of Shareholder	Tax deduction Rate	Documents to be provided
Shareholder whose PAN is registered with Depositories or Company's RTA or Company	10%	For shares held in demat form: Register the PAN and the residential status as per the Act, with the Depositories, if not registered;

		For shares held in physical mode: Register the PAN and the residential status as per the Act, with the Company's RTA, MUFG Intime India Private Limited, if not registered.
	Nil	Form 15G (applicable to any person other than a Company or a Firm) / Form 15H (applicable to an Individual above the age of 60 years), subject to required eligibility conditions being met.
Shareholder not having PAN / Invalid PAN / having PAN but not registered with depositories / Company's RTA / Company	20%	
Shareholder who submits the Order under Section 197 of the Act	At the Rate provided in the Order	Lower / Nil withholding tax certificate to be obtained from tax authority.
Shareholders (e.g. LIC, GIC, other Insurers) to whom provisions of Section 194 of the Act are not applicable.	Nil	a) Self-declaration that it has full beneficial interest with respect to the shares owned by it; and b) Self-attested copy of PAN Card.
Alternative Investment Fund ("AIF")	Nil	a) Self-declaration stating that <ul style="list-style-type: none"> <li>- the AIF is established as Category I or Category II AIF under the Securities and Exchange Board of India Regulations;</li> <li>- its income is exempt under Section 10 (23FBA) of the Act; and</li> <li>- AIF has full beneficial interest with respect to the shares owned by it.</li> </ul> b) Self-attested copy of registration certificate; and c) Self-attested copy of PAN Card
Shareholders covered under Section 196 of the Act (e.g. Mutual Funds, Government)	Nil	a) Self-declaration stating that the shareholder is <ul style="list-style-type: none"> <li>- a Mutual Fund as specified in Section 10(23D) of the Act;</li> <li>- is covered by Section 196(iv) of the Act; and</li> <li>- has full beneficial interest with respect to the shares owned by it.</li> </ul> b) Self-attested copy of registration certificate; and

		c) Self-attested copy of PAN Card
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Tax would not be deducted at source on payment of dividend to resident Individual shareholder, if total dividend to be paid in a financial year does not exceed Rs.5,000/-. The threshold amount of Rs.5,000/- shall be at PAN (Permanent Account Number) level and not at Folio No. / DP Id. and Client ID level.

### **Non-Resident Shareholders:**

Please refer to the below table for the rate of TDS and documents to be submitted:

<b>Particulars</b>	<b>Tax deduction Rate</b>	<b>Documents to be provided</b>
Foreign Institutional Investors (FIIs) / Foreign Portfolio Investors (FPIs)	20% (plus applicable surcharge and cess)	Please note that for the purpose of withholding tax, it will not be possible to consider the applicable treaty benefits, if any, since the provisions of Income-tax Act do not provide so.
Shareholder who submits the Order under Section 197 of the Act	Rate as prescribed in the order	Lower / Nil withholding tax certificate obtained from the tax authority.
Other Non-Resident shareholders	20% (plus applicable surcharge and cess)  <b>OR</b> Tax Treaty Rate (whichever is lower)	Documents required to claim Tax treaty benefits: a) Self-attested copy of the Permanent Account Number ( <b>PAN Card</b> ) allotted by the Indian Income-tax authorities. b) Self-attested copy of <b>Tax Residency Certificate (TRC)</b> obtained from the tax authorities of the country of which the shareholder is resident, valid for FY2024-25. c) Self-declaration in <b>Form 10F</b> d) <b>Self-declaration of having no Permanent Establishment in India and Beneficial ownership.</b>

The Company is not obligated to apply the beneficial Double Taxation Avoidance Agreement (“DTAA”) rates at the time of tax deduction/withholding on dividend amounts. Application of beneficial DTAA rate shall depend upon the completeness and satisfactory review by the Company, of the documents submitted by non-resident members.

As it is important for the Company to receive the relevant information from members to determine the rate of TDS, the members are requested to furnish relevant documentation in the prescribed manner **on the portal of Registrar and Transfer Agent (“RTA”) on or before Friday, 22<sup>nd</sup> August, 2025 (05:00 p.m. IST)**. The relevant documents / information can be uploaded on RTA portal at <https://web.in.mpms.mufg.com/formsreg/submission-of-form-15g-15h.html> The information / formats given on may not be exhaustive and the members should evaluate on their own about the category for which they should furnish the documents. In absence of all the relevant documents, the Company shall determine TDS rate based on information available with the RTA (for shares held in physical form) and Depository Participants (“DPs”) (for shares held in dematerialized form).

If the Permanent Account Number (“PAN”) is not as per the database of the Income-tax portal, it would be considered as invalid PAN. Further, members, who are required to link Aadhar with PAN are requested to link their Aadhar number with the PAN.

Please note that the duly completed & signed documents should be uploaded on the portal of the RTA on or before Friday, 22<sup>nd</sup> August, 2025 (05:00 p.m. IST). Ambiguous, incomplete and/or unsigned forms and declarations will not be considered by the Company. No communication on the tax determination/deduction etc. shall be considered after the abovementioned date & time.

In case tax on dividend is deducted at a higher rate in the absence of receipt of the specified details/documents, you would still have the option of claiming refund of the excess tax paid at the time of filing your income tax return. No claim shall lie against the Company for such taxes deducted.

**Members should note that any document/form not uploaded on the portal will not be considered for the purpose of processing and shall be rejected, therefore, it should be uploaded on the portal only.**

**Members who have uploaded documents on the portal of the RTA should also forward the originals to the Company, since physical submission of certain documents is a legal requirement.**

**Pursuant to the provisions of Section 206AB of Income Tax Act, 1961, TDS will be higher of the following:**

- i. Twice the rate specified in the relevant provision of the Act; or
- ii. Twice the rate or rates in force; or
- iii. The rate of 5%;

In case of a “specified person” being a person who has not filed the Return of Income for the previous year immediately prior to previous year in which tax is required to be deducted, and the aggregate of TDS including Tax Collected at Source (“TCS”) in his case is Rs. 50,000/- or more in the said financial years. The aggregate amount of TDS/TCS of Rs. 50,000/- in a year is not limited to TDS only on dividend income received by the member but will include all TDS/TCS transactions of the member during the relevant financial year. The status of filing of Return of Income by the members would be verified from the functionality provided by the Indian Income Tax authorities. The Company would solely rely on the information available on the Income Tax portal in this regard.

The non-resident who does not have the permanent establishment is excluded from the scope of a specified person.

There are certain person who is not required to file Income Tax return as notified by Central Government in the Official Gazette and such person shall be excluded from definition of “specified person” under section 206AB of Income Tax Act, 1961. Subject to declaration given by such person, provision of Section 206AB of Income Tax Act, 1961 would not be applicable.

All communications/queries with respect to TDS on dividend and submission of relevant documentation should be sent to the Company at [secretarial@garwarefibres.com](mailto:secretarial@garwarefibres.com).

#### **Updation of details of the Members:**

While on the subject, the members are requested to intimate changes, if any, pertaining to their name, postal address, e-mail IDs, contact numbers, mandates, nominations, power of attorney, bank details such as, name of the bank and branch details, bank account number, MICR code, IFSC code, etc., to their DPs in case the shares are held by them in dematerialized form and to RTA in case the shares are held by them in physical form, alongwith self-attested copies of valid PAN, address (old & new) proof, cheque leaf with the first named member’s name imprinted in the face of the cheque leaf. Similarly in case your PAN is not registered, kindly get the same updated with your depository participant for shares held in dematerialised form or with RTA for shares held in physical form by submitting letter duly signed by the Member alongwith self-attested copy of valid PAN Card.

Members are also requested to update changes in their **Residential Status, if any**, with the RTA (for shares held in physical form) & DPs (for shares held in dematerialized form), along with the supporting documents.

**For Garware Technical Fibres Limited**

Sd/-  
**Sunil Agarwal**

**Company Secretary &  
Compliance Officer**

**Note: This is a system generated e-mail. Please do not reply to this e-mail.**

[Click here](#) to download Form 15G

[Click here](#) to download Form 15H

[Click here](#) to download Form 10F

[Click here](#) to download Self declaration by Non Residents

[Click here](#) to download Self declaration by Other Entities