

FORMAT FOR CHANGE IN HOLDING OF PROMOTER/ PROMOTER GROUP OF THE TARGET COMPANY

FY 20XX- YY	Opening Balance as on April 1, 20XX				Transaction Details									Closing Balance				Increase/ decrease in holding (+/- %)(in terms of %)		*** Whether transaction required disclosure? If yes, under which regulation	**** Whether transaction required open offer? If yes, under which regulation	Complied or not?								
	Equity capital of TC	Name and holding of each entity in promoter group			Cumulative holding of promoter group		*Date	Shares acquired			Shares sold			**Mode of acquisition	Capital of TC	Name and holding of each entity in promoter group			Cumulative holding of promoter group		Individually (each acquiring promoter)		Collectively (for promoter group)							
	No. of shares	Name	No. of shares	%	No. of shares	%		Name	No. of shares	%	Name	No. of shares	%		No. of shares	Name	No. of shares	%	No. of shares	%	%		%							
	100000	A	20000	20	60000	60	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
		B	15000	15																										
		C	25000	25																										
	-	-	-	-	-	-	Apr 18, 20XX	A	2000	2	-	-	-	Market Purchase	100000	A	22000	22	62000	62	2	2	Y - Reg. 29(2)	N						
	-	-	-	-	-	-	May 1, 20XX	A	3000	3	-	-	-	Market Purchase	100000	A	25000	25	67000	67	3	5	N	Y - Reg. 3(1) & 3(2) r.w. 3(3) and/or 4						
		B	2000	2																										
	-	-	-	-	-	-	Jun 30, 20XX	C	3000	3	A	3000	3	Inter-se	100000	A	22000	22	67000	67	-3	0	N	N						
	-	-	-	-	-	-	Oct 15, 20XX	-	-	-	C	4000	4	Market Sale	100000	C	24000	24	63000	63	-4	-4	Y - Reg. 29(2)	N						
	-	-	-	-	-	-	Dec 08, 20XX	A	1500	1.5	-	-	-	Preferential issue	105000	A	23500	22.38	68000	64.76	0.38	1.76	N	N						
		B	3500	3.5																										
	-	-	-	-	-	-	Mar 31, 20YY	-	-	-	-	-	-	-	105000	A	23500	22.38	68000	64.76	-	-	-	-						
		B	20500	19.52																										
		C	24000	22.85																										

* Date - All transactions to be stated in chronology i.e. from April to March in every financial year

** Mode of acquisition - (Memorandum /IPO/ Market Purchase or sale/ Preferential allotment / Right issue /Bonus shares/ Inter-se transfer / Off-market etc.

*** Disclosure trigger - collectively i.e. taking holding of entire promoter group

**** Open offer trigger - individually i.e. on basis of change in holding of each acquiring promoter entity, and/or collectively i.e. on basis of change in holding of entire promoter group

Illustration to fill in the aforesaid table:

A Target Company (TC) has an equity capital of 1,00,000 shares. Promoter holding in TC is 60,000 shares (60% of share capital) as on April 1, 20XX. Balance is held by public shareholders.

Promoter group contains of 3 entities (A – holding 20,000 shares, B – holding 15,000 shares and C – holding 25,000 shares). The following transactions take place in the financial year by the aforesaid promoter group entities.

- On April 18, 20XX, entity A acquired 2,000 shares – only details of transaction by A need to be provided (refer table)
- On May 1, 20XX, entity A acquired 3,000 shares and B acquired 2,000 shares - only details of transactions by A & B need to be provided (refer table)
- On June 30, 20XX, entity C acquired 3,000 shares from A (Inter-se transfer) - only details of transactions by A & C need to be provided (refer table)
- On October 15, 20XX, entity C sold 4,000 shares – only details of transaction by C need to be provided (refer table)
- On December 08, 20XX, TC makes a preferential issue of 5,000 shares (1,500 shares issued to A and 3,500 shares issued to B) – only details of transaction by A & B need to be provided (refer table)

Next Financial Year

FY 20YY- ZZ	Opening Balance as on April 1, 20YY				Transaction Details									Closing Balance				Increase/ decrease in holding (+/- %)(in terms of %)		*** Whether transaction required disclosure? If yes, under which regulation	**** Whether transaction required open offer? If yes, under which regulation	Complied or not?		
	Equity capital of TC	Name and holding of each entity in promoter group			Cumulative holding of promoter group		*Date	Shares acquired			Shares sold			**Mode of acquisition	Capital of TC	Name and holding of each entity in promoter group			Cumulative holding of promoter group		Individually (each acquiring entity)		Collectively (for promoter group)	
	No. of shares	Name	No. of shares	%	No. of shares	%		Name	No. of shares	%	Name	No. of shares	%		No. of shares	Name	No. of shares	%	No. of shares	%	%		%	
105000	A	23500	22.38	68000	64.76	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	B	20500	19.52																					
	C	24000	22.85																					
-	-	-	-	-	-	Jun 4, 20YY	C	5000	4.76	-	-	-	Market Purchase	105000	C	29000	27.61	73000	69.52	4.76	4.76	N	Y - Reg. 3(1) r.w. 3(3) and / or 4	-
-	-	-	-	-	-	Mar 31, 20ZZ	-	-	-	-	-	-	-	105000	A	23500	22.38	73000	69.52	-	-	-	-	-
															B	20500	19.52							
															C	29000	27.61							

* Date - All transactions to be stated in chronology i.e. from April to March in every financial year

** Mode of acquisition - (Memorandum /IPO/ Market Purchase or sale/ Preferential allotment / Right issue /Bonus shares/ Inter-se transfer / Off-market etc.

*** Disclosure trigger - collectively i.e. taking holding of entire promoter group

**** Open offer trigger - individually i.e. on basis of change in holding of each acquiring promoter entity, and/or collectively i.e. on basis of change in holding of entire promoter group

Illustration to fill in the aforesaid table:

In next financial year - On Jun 04, 20YY, entity C acquired 5,000 shares – only details of transaction by C need to be provided (refer second table) and so on.