

Mandatory Dematerialization of physical shares for transfer of securities

Dear Shareholder(s),

Pursuant to SEBI Notification SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018, it has been mandated by SEBI that transfer of securities of a listed company would be carried out in dematerialized form only. Accordingly, Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 has been amended and stock exchanges vide their circulars have advised Listed Companies that **w.e.f 5th December, 2018, shares lodged for transfer shall be in dematerialized form only.**

Accordingly, w.e.f. 5th December, 2018, transfer of shares in physical form shall not be considered. The shareholder(s) still holding equity shares of the Company in physical form, are therefore requested to dematerialize there shares immediately. Further, the demat of shares have various advantages like immediate transfer of shares, no stamp duty on transfer, immediate credit of dividend due to linkage of bank account, risks associated with physical certificates such as forged transfer, bad deliveries are avoided.

For dematerialization of shares & process, please note following points:

- 1) You should be in possession of original share certificate of face value of Rs. 10/- each of the Company. In case you are not in possession of original share certificate of the Company, please contact the Company or Registrar & Transfer Agent.
- 2) You need to have demat account in the same name / order in which the name is appearing on physical share certificate. Any mismatch in name will lead to non-acceptance of demat request by Depository Participant.
- 3) You need to approach your Depository Participant (i.e where you are holding your demat account) and surrender the original share certificate along with Dematerialization Request Form available with DP. At the time of surrendering shares for demat, please also submit PAN copy and AADHAAR copy. The ISIN for demat of shares of the company is INE020G01017.
- 4) Thereafter, DP sends the certificate along with other documents to Registrar & Transfer Agent which in turn checks all details and demat the shares.