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Dear Shareholders,

## Sub.: <u>SEBI mandates transfer of securities only in dematerialised mode (Notification dated 8<sup>th</sup> June 2018).</u>

In terms of the Securities and Exchange Board of India (SEBI) notification dated 8<sup>th</sup> June 2018, the request for effecting transfer of securities shall not be processed unless the securities are held in the dematerialised form with the depository with effect from 5<sup>th</sup> December 2018. Therefore, please note that the Company's Registrar and Share Transfer Agent, Karvy Computershare Private Limited ("Karvy") and the Company will not be accepting any request for transfer of shares in physical form with effect from 5<sup>th</sup> December 2018. However, this restriction shall not be applicable to the request received for transmission or transposition of the physical shares.

The Shareholders holding shares in physical form are, accordingly, requested to get in touch with any SEBI registered Depository Participant to open a Demat account and get their securities dematerialised or alternatively, contact any office of the nearest Karvy branch to guide you in the demat procedure.

You may also visit website of the Depositories, viz., NSDL or CDSL for further understanding about the demat procedure:

NSDL website: <a href="https://nsdl.co.in/faqs/faq.php">https://nsdl.co.in/faqs/faq.php</a> (dematerialisation)
CDSL website: <a href="https://www.cdslindia.com/investors/open-demat.aspx">https://www.cdslindia.com/investors/open-demat.aspx</a>

The Shareholders holding shares in physical form are requested to arrange the dematerialisation of the said shares at the earliest to avoid any inconvenience in future for transferring those shares.