

## FORMAT FOR REPORTING LOSS OF SHARE CERTIFICATE

Date: \_\_\_\_\_

From: <name>  
\_\_\_\_<address>\_\_\_\_\_  
\_\_\_\_\_

Tel No (office):\_\_\_\_\_  
(residence):\_\_\_\_\_  
Email: \_\_\_\_\_

To  
Kesar Petroproducts Limited  
D-7/1, MIDC, Lote Parshuram,  
Taluka Khed, District – Ratnagiri – 415722  
Maharashtra

Dear Sir,

**Ref: Folio No.**\_\_\_\_\_

**Sub: Loss of share certificate**

I/we, are holding \_\_\_\_ Equity Shares of Re.1/- each under the above folio.

This is to inform you that the following share certificate(s) has been lost/ misplaced by me/us on  
\_\_\_\_\_ / during \_\_\_\_\_:

Certificate No.	Distinctive No(s).		No. of Shares
	From	To	

We request you to please note the above and intimate me/us the procedure for issue of duplicate share certificate.

I/we confirm that the above mentioned share certificate(s) are not sold/ pledged or given to anyone for any consideration and declare that what is stated above are true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

\_\_\_\_\_  
(Signature of sole/first holder)

\_\_\_\_\_  
(Signature of 2<sup>nd</sup> holder)

\_\_\_\_\_  
(Signature of 3<sup>rd</sup> holder)

Note: Kindly send the request duly signed by the Registered Shareholder to M/s. System Support Services On checking the details, the formalities required for issuing the Duplicate Certificate be intimated to the Registered Shareholder.