

Dear Shareholders,

Subject: Dematerialization of Physical Shares

Your kind attention is invited to the amendments to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide Gazette notification dated 8th June, 2018.

Further as per SEBI Circular SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018, BSE Circular No. LIST/COMP/15/2018-19 dated 5th July, 2018 and NSE Ref. No. NSE/CML/2018/26 dated 9th July, 2018 shareholders are advised to **Dematerialize of Physical Shares since request for effecting transfer securities (Except in case of transmission of transposition of securities) shall not be permitted from 5th December, 2018.**

Accordingly to said Regulation, request for effecting transfer of securities shall not be processed unless the securities are held in dematerialization form with a Depository from 5th December, 2018.

In view of the above, you all are advisable to convert your Physical shares into Demat shares from early as possible, as otherwise they will not able to transfer the shares in physical form with effect from 5th December, 2018.

The Shareholders are advised that to transfer of shares of the Company, the same are required to be dematerialized. The key steps involved in dematerializing shares are enumerated below;

1. Open a Demat account with Depository Participant (DP);
2. Submit physical shares certificate to DP along with a Demat Request Form (DRF);
3. DP would inform the Depositories (NSDL or CDSL) regarding the Demat Request;
4. The DP would thereafter submit the share certificate along with DRF to Registrar of the Company;
5. The Registrar would validate the documents and convey Acceptance/Rejection of the Demat Request to the concerned Depository;
6. Upon successfully dematerialization of the shares , The Registrar would update the Register of Members;
7. The concerned Depository would also update its record and inform the DP;
8. The DP would then credit the shares into Demat Account of the Investor.

For any assistance in the matter, you may please communicate with Company's Registrar and Share Transfer Agent (RTA) at;

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