

MCS Share Transfer Agent Limited

101, Shatdal Complex, 2nd, Floor, Opp. Bata Show Room, Ashram Road, Ahmedabad – 380009

Phone No : 079-26580461 / 462 / 463 Email: mcsstaahmd@gmail.com

Website: www.mcsregistrars.com, CIN: U67120WD2011PLC165872

Date: 17-10-2018

Speed Post

To,
(Name of Shareholder)
(Address)
Dear Sir,

FIRST REMINDER

Company: SHREE METALLOYS LIMITED
Subject: (1) Submission of PAN and Bank Details
(2) Intimation of Share Transfer in Demat form only w.e.f December 5, 2018.
Reference: (1) SEBI Circular No. SEBI/HO/MIRSD/DOPI/CIP./P/2018/73 dated April 20, 2018;
(2) Amendment to Regulation 40 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide Gazette Notification dated June 8, 2018

This has reference to the above mentioned circular and notification of the Securities and Exchange Board of India regarding collection of PAN and Bank Account details of all securities holders holding securities in physical form and intimation to them about transfer of securities in dematerialized form only w.e.f December 5, 2018.

In order to comply with the above circular, you are requested to provide us the copy of PAN card and Bank Details (Cancelled Cheque leaf/attested bank passbook showing name of account holder) within 21 days from the date of the receipt of this letter.

It may further be noted that pursuant to the above referred SEBI Notification, transfer in securities of the Company shall be allowed in dematerialized form only w.e.f. December 5, 2018 and therefore shareholders of the Company still holding shares in physical form are hereby advised to dematerialize their shares as soon as possible. Transfer of the shares in physical form shall not be allowed after December 5, 2018.

Detailed procedure of dematerialization of securities of the Company and guidance for transfer of shares has been displayed at the website of the Company at www.shreemetalloys.com for the information of the shareholders.

Thanking you,
Yours faithfully,

For, MCS SHARE TRANSFER AGENT LIMITED

AUTHORISED SIGNATORY

BANK DETAILS, EMAIL ID ETC. REGISTRATION FORM

(FOR PHYSICAL SHARES)

To:
MCS Share Transfer Agent Ltd.
Unit:

Dear Sirs

I give my consent to update the following details in your records for making payments of dividend and sending other communications by electronic means in compliance with the circulars as referred to in your letter dated...10/07/2018.

Folio No. / DP-Client Id: _____

Name of the First/Sole holder: _____

Bank's Name: _____

Branch's Name & Address: _____

Account No.: _____ Account Type (SB/Current): _____

IFSC Code: _____ MICR Code: _____

PAN: _____

Email Id: _____

Phone No.: _____ -

Date:

Signature of First/Sole Holder
(attested by Bank)

Encl: (1) original cancelled cheque
(2) Self attested copy of P