

Dematerialisation of securities

Dear Shareholders,

Pursuant to the notification No. SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018 & circular no. LIST/COMP/15/2018-19 dated July 5, 2018 issued by the BSE Limited, effective December 5, 2018, the shares of the Company can be transferred only in dematerialised form. With a view to facilitate transfer of shares by the shareholder after the said effective date, shareholders holding shares in physical mode are advised and requested to dematerialise their shareholding in the Company. To open a demat account, a shareholder holding the shares in physical mode may get in touch with a Depository Participant having a valid registration with SEBI.

For ease of reference, the procedure of dematerialisation of shares is also provided herein below:

PROCEDURE FOR DEMATERIALISATION OF SHARES

- The registered owner (shareholder) needs to submit a request to the concerned Depository Participant (DP) where he/she holds the demat account in a prescribed Dematerialisation Request Form (DRF), along with the certificates of shares to be dematerialised.
- The DP will deface the certificates by writing "SURRENDERED FOR DEMATERIALISATION".
- The DP shall verify the DRF and scrutinize certificates. In case the DRF/certificates are not in order, the same will be returned to the shareholder for removing deficiencies. In case DRF/certificates are in order, the details mentioned in the DRF and certificates will be entered in the system provided by the Depository and a Dematerialisation Request Number (DRN) will be generated.
- The DP shall issue an acknowledgement slip, duly signed and stamped, to the shareholder.
- The DRF, with the DRN mentioned on it, will then be released electronically to the Registrars and Transfer Agents of the company (RTA). The DP shall dispatch the share certificates along with the DRF to the RTA for verification and approval.
- The RTA shall, after due verification of DRF and share certificates, confirm acceptance of the request for dematerialisation in the system.
- The Depository's software system would then electronically create and credit appropriate number of shares in the demat account of the shareholder.
- The DP will inform the shareholder of the changes in his demat account following the confirmation of the DRF.
- The company/RTA may reject dematerialisation request in some cases and will send an objection memo to the DP, with or without DRF and certificates depending upon the reason for rejection. The DP/shareholder has to clear such objection(s) within 15 days of receiving the objection memo, failing which, the RTA may reject the request and return DRF and accompanying share certificates to the DP.
- The DP, if the shareholder so requires, may generate a new dematerialisation request and send the share certificates again to the company/RTA for dematerialisation. No fresh request can be generated for the same securities until the company/RTA has closed the earlier request and informed the Depository and DP about it.

The process of dematerialisation is completed within 21 days from the date of submission of a valid dematerialisation request. For any clarification, the Shareholders may contact the Company's RTA at the below contact details:

LINK INTIME INDIA PRIVATE LIMITED

Unit: Future Supply Chain Solutions Limited

C-101, 247 Park, LBS Marg, Vikhroli (West), Mumbai 400083

Phone No. (022) 49186000; Fax No. (022) 49186060; E-mail: rnt.helpdesk@linkintime.co.in