

Procedure to be followed in case of Non-Receipt of Dividend

In case of non-receipt of dividend or revalidation of Dividend Warrant, the shareholders are requested to write to the Company / Registrars, furnishing particulars of the dividend not received quoting the folio numbers.

After checking the records Duplicate Dividend Warrant / Demand Draft in lieu of outstanding dividend warrant will be issued and sent to the registered holders. If the validity period of the dividend warrant has not expired, the shareholders will have to wait till the expiry date since duplicate warrant / Demand Draft cannot be issued during the validity period of the original warrant. On expiry of validity period, if the dividend warrant is still shows as unpaid in the records of the Company, duplicate warrant / Demand Draft will be issued. The shareholder will however be asked to execute an indemnity / undertaking before issue of duplicate warrant / Demand Draft in lieu of outstanding dividend

No duplicate dividend warrant / Demand Draft in lieu of unpaid dividend warrant will be issued in respect of dividends which have remained unclaimed and unpaid for a period of seven years in the unpaid dividend account of the Company as they are required to be transferred to the Investor Education and Protection Fund (IEPF) constituted by the Central Government.

Shareholders are requested to note that no claims shall be against the Company or IEPF for any moneys transferred to the IEPF in accordance with the provision of section 205C of the Companies Act, 1956.

The shareholders who have not encashed their dividend warrants within the validity period of the warrant are requested to send the warrant along with a request for issue of fresh Dividend Warrant which may either be revalidated or a fresh Warrant / Demand Draft in lieu thereof will be issued.