# **SHAREHOLDER INFORMATION**

#### IMPORTANT NOTICE FOR PROVIDING OF EMAIL ID AND BANK PARTICULAR

In our endeavour to serve you faster and bearing in mind Green Initiative, Shareholders are requested to register their email id either with their Depository Participant (in case of Demat Shareholding) or with the Company (in case of Physical Shareholding). Further, Shareholders holding shares in physical form are requested to dematerialize their holdings. The Shareholder who have not updated their bank account details are requested to update the same with the Depository Participant (DP) / Company or RTA as the case may be so that dividends can be remitted through Electronic Clearing System (ECS).

## **REGISTRATION OF PAN AND BANK ACCOUNT DETAILS:**

The Securities and Exchange Board of India (SEBI) vide it's Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 has made it mandatory for shareholders to register their Permanent Account Number (PAN) and Bank Account details with the Company for payment of dividend. Accordingly, Shareholders are requested to send to our Registrar and Transfer Agent MAS SERVICES LIMITED, T-34, 2nd Floor, Okhla Industrial Area, Phase-II, New Delhi-110 020 and Company at its Registered Office, self-attested copy of their PAN Card and original cancelled cheque leaf /attested bank passbook showing name of account holder in order to register your PAN No. and Bank Account particulars with the Company. In this regard, the Company has already sent letters to all the shareholders holding shares in physical form.

#### NO PHYSICAL TRANSFER OF SHARES:

The SEBI vide it's Circular dated June 08, 2018 amended the Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and mandated that transfer of securities would be carried out in dematerialized form only w.e.f April 30, 2019. Please note that post April 30, 2019, equity shares of the Company cannot be further transferred except in case of transmission or transposition. Hence, shareholders whose shares are still in physical form are requested to go in for dematerialization of their physical holding at the earliest.

## PROCEDURE FOR ISSUANCE OF DUPLICATE SHARE CERTIFICATE:

The procedure for issue of duplicate share-certificates in lieu of lost/misplaced share-certificates is as stated below:

- 1. Indemnity bond & Affidavit duly executed on stamp paper worth Rs. 100/-.
- 2. ISR-4
- 3. Copy of Client Master
- 4. Self-attested copy of Pan Card + Aadhar card as a Residence proof of all shareholders, Witness, Sureties.

5. Signature of Deponents duly attested by only Bank Manager in ISR-2. Name of first shareholder should be printed on Original cancelled cheque.

## **GREEN INITIATIVE:**

To support the "Green Initiative in the Corporate Governance" of Ministry of Corporate Affairs by allowing paperless compliances by the companies, shareholders are requested to register/update their latest e-mail addresses with their Depository Participant (D.P.) with whom they are having Demat A/c. or send the same to the Company via e-mail at fin.ho@vallabhgroup.com

#### **FINANCIAL CALENDAR:**

The Financial Year of the company is 1st April to 31st March.

## **DIVIDEND PAYMENT:**

In order to conserve resources to meet the financial requirements of Company's expansion plans in future, the Directors of the Company express their inability to recommend any dividend for the Financial Year 2021-22.

#### LISTING ON STOCK EXCHANGES:

The equity shares of the Company are listed at BSE Limited

**ISIN NO:** INE 457 E 01016