

Reminder

_____, 2018

<<Name of Shareholder>>

<<Address>>

<<Folio No>>

Sub.: Seeking copy of PAN Card and Bank Details

Dear Sir/ Madam,

Further to AGM notice dated August 28, 2018 wherein we had requested you to submit Permanent Account Number (PAN) and Bank account details, we reiterate that SEBI vide its circular no. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 has been mandated for all the listed Companies to update the PAN and Bank account details of all shareholders who are holding shares in physical form. As per our record, PAN and Bank details have not been updated in your Folio.

We request you to send us the enclosed form, appended as Annexure A, duly filled and signed by all shareholders (including joint holders) along with the following documents to the Company at its registered office address or to our Registrar and Share Transfer Agent (RTA), M/s Beetal Financial & Computer Services (P) Ltd. at Beetal House, 3rd Floor, 99 Madangir, Behind Local Shopping Centre, Near Dada Harsukhdas Mandir, New Delhi – 110 062, within 21 days from the date of this letter.

1. Self attested copy of PAN card of all shareholders including joint holders.
2. Original cancelled cheque leaf bearing the name of sole / first named shareholder (or) attested copy of bank passbook.

Kindly note that in case we do not receive any response from your side, any future transactions in your shares like transfer, transmission, issue of duplicate share certificates etc., shall be subject to enhanced supervision by the Company. Therefore you are advised to furnish your PAN and bank details at the earliest.

Regards,

for **ETT Limited**

Sd/-

Compliance Officer

Encl.: A/a

This is a computer generated letter and does not require signature.

Annexure-A

Name of Shareholder(s)	
Folio No.	
Pan (attach self attested copy of PAN Card)	
Bank Details (attach Self attested copy of cancelled Cheque)	
Bank Account No.	
Name of Bank	
Branch Address	
IFSC No.	
MICR No.	

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Signature of Shareholder(s)