Urgent & Important 27thDecember, 2019

Sr NO 28

AJAY KUMAR

288,

CO-OPERATIVE COLONY

BOKARO827001

Ref. No. IN30027110158618.

Dear Shareholder(s),

**Sub: Compulsory Transfer of Equity Shares of the Company relating to unclaimed dividends to Investor Education and Protection Fund (IEPF) suspense account.**

This notice is being sent pursuant to the applicable provisions of the Companies Act, 2013 (‘the Act’) read along with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, (‘the Rules’) notified by the Ministry of Corporate Affairs (MCA) effective from 7th September, 2016 and further read with amendment thereof effective from 28th February, 2017.

As per the Act all unpaid dividends are required to be transferred by the Company to the IEPF established by the Central Government, after completion of seven years. Full details of such unclaimed dividends are regularly updated on the MCA as well as the Company’s website. Further as per the Act/ Rules, all shares in respect of which dividend has not been encashed or claimed for seven consecutive years or more are required to be transferred in the name IEPF suspense account in the prescribed manner.

The unpaid dividend amount in respect of Financial year 2008-09 is being transfer to the Investor Education and Protection Fund.

As per our records, the amount(s) of dividends indicated as below is/are lying unpaid /unclaimed in your folio/demat account. You are therefore, requested to claim the unpaid/unclaimed amount(s) by returning the attached letter duly signed, on or before 27/03/2020 against the respective dividend amounts(s) as below.

|  |  |  |  |
| --- | --- | --- | --- |
| Dividend for the year | Dividend amount (Rs.) | Date Of Declaration | Due Date for Transfer |
| FIN.DIV. 2008-2009 | 50.00 | 24th September 2009 | 25th November 2016 |
| INT.DIV. 2009-2010 | 50.00 | 19th January 2010 | 23rd March 2017 |
| FIN.DIV. 2009-2010 | 50.00 | 21st May 2010 | 23rd July 2017 |
| INT.DIV. 2010-2011 | 75.00 | 26th October 2010 | 28th December 2017 |
| FIN.DIV. 2010-2011 | 50.00 | 16th September 2011 | 17th November 2018 |
| FIN.DIV. 2011-2012 | 75.00 | 26th September 2012 | 29th November 2019 |
| FIN.DIV. 2012-2013 | 50.00 | 26th September 2013 | 28th November 2020 |
| FIN.DIV. 2013-2014 | 50.00 | 22nd September 2014 | 24th November 2021 |
| FIN.DIV. 2014-2015 | 50.00 | 26th September 2015 | 28th November 2022 |

With a view to comply with the requirements as set out in the Act/ Rules, we shall initiate following action for transfer of shares to IEPF suspense account.

i. In case you hold the shares in physical form and such shares are liable to be transferred to IEPF, please note that we are required to issue duplicate share certificate(s) for the purpose of transfer of shares to the IEPF suspense account and upon issue of such duplicate share certificate(s) the original share certificate(s) which is/ are registered in your name will stand automatically cancelled and be deemed non-negotiable as per Rules.

ii. In case you hold the shares in demat form and such shares are liable to be transferred to IEPF, then such shares will be transferred directly to the demat account of IEPF Authority with the help of Depository Participant(s)./Depositories.

Upon transfer of your shares/ dividend, you may claim from IEPF Authority both the unclaimed dividend amount and the shares by making an application in prescribed Form IEPF-5 online and by sending the physical copy of the same duly signed (as per the specimen signature recorded with the Company) along with requisite documents enumerated in the Form IEPF - 5.

In case we do not receive the any request before the last date mentioned overleaf or such other date as may be extended, we shall with a view to comply with the requirements of the said Rules, transfer the shares to the IEPF suspense account by the due date as per procedure stipulated in the Rules, without any further notice. Please note that no claim shall lie against the Company or in their Registrar & Share Transfer Agent in respect of unclaimed dividend amount and shares transferred to IEPF Authority pursuant to the said Rules.

The Rules and the application form (Form IEPF – 5), as prescribed by the MCA for claiming back the shares/ dividend, are available on the website of MCA at www.iepf.gov.in.

Please feel free to contact Company / Universal Capital Securities Private Limited, Registrar and Share Transfer Agent of the Company in case you have any queries at following address/email/telephone number:

|  |  |
| --- | --- |
| **Company Contact Details**  RishabhDigha Steel & Allied Products Ltd.  Giriraj,Ground Floor, SantTukaram Road,  Iron Market, Masjid Bunder (East)  Mumbai : 400 009  Tel.No.: +91-22-23481267,+91-22-23481268  Fax No.: +91-22-23481267  Email : info@rishabhdighasteel.com | **Registrar & Transfer Agent Contact Details**  **Universal Capital Securities Private Limited**  21, Shakil Niwas, Opp. Satya Sai Baba Mandir,  Mahakali Caves Road, Andheri (East),  Mumbai- 400093.  Tel. No.:+91-22-28366620  Fax No.:+91-22-28207207  Email: info@unisec.in |

Assuring you of our best services.

Yours faithfully

For – RISHABH DIGHA STEEL & ALLIED PRODUCTS LTD

Sd/-

Mr. Ashok Mehta

Managing Director

Date:

To,

**Universal Capital Securities Private Limited**

21, Shakil Niwas,

Opposite Satya Sai Baba Mandir,

Mahakali Caves Road,

Andheri (East),

Mumbai, 400093.

Dear Sir/Madam,

**Unit :RISHABH DIGHA STEEL & ALLIED PRODUCTS LTD.**

Folio No./DP. Id-Client ID :

**Sub: Payment of unclaimed dividend**

(Tick whichever is applicable)

* I enclose the original instrument(s) as per particulars given overleaf, kindly arrange for payment thereof.
* I do not possess the original instrument(s) as per particulars given in your letter dated 27thDecember, 2019 kindly arrange for payment on the basis of this advice.

I confirm that I have not encashed the instrument(s) sent to me earlier nor have I received any money in connection with the payment(s) mentioned overleaf.

**-----------------------------------------**

Signature of first holder