

KEYNOTE CORPORATE SERVICES LIMITED

CIN: L67120MH1993PLC072407

The Ruby, 9th Floor, Senapati Bapat Marg, Dadar (West), Mumbai – 400028

Phone:022-30266000; Fax:022-30266088; Email : info@keynoteindia.net; Website : www.keynoteindia.net

Date :
Ref. No. :
Folio No. :
Shares :

Dear Shareholder,

Sub: Transfer of shares in respect of which dividend has not been encashed/claimed for last seven years or more to the Investor Education and Protection Fund

This is to inform you that pursuant to the provisions of Section 124(6) of the Companies Act, 2013 and the Investor Education and Protection Fund Authority (Accounting, Auditing, Transfer and Refund) Rules, 2016, which have come into effect from 7th September, 2016, stipulates that shares on which dividend has not been encashed or claimed for last seven years or more, **then such shares are to be transferred to the Investor Education and Protection Fund (IEPF)**, a Fund constituted by the Government of India under Section 125 of the Companies Act, 2013.

It has been noticed that you have not encashed the dividend warrants for last seven years commencing from the unpaid dividend for the year 2008-09 on the equity shares held by you. The details of dividend amount not claimed by you are as under:

Dividend for the year	Warrant No.	Amount (Rs)
Final Dividend For The Year 2008-2009		
Final Dividend For The Year 2009-2010		
Final Dividend For The Year 2010-2011		
Final Dividend For The Year 2011-2012		
Final Dividend For The Year 2012-2013		
Final Dividend For The Year 2013-2014		
Final Dividend For The Year 2014-2015		
Final Dividend For The Year 2015-2016		

All the unclaimed dividends upto the year 2008-09 have already been transferred to the Investor Education and Protection Fund (IEPF), as required under Section 124(5) of the said Act.

To claim above unpaid dividend or in case you need any information/clarification, please write to or contact our RTA M/s. Link Intime India Pvt. Ltd., C-13, Pannalal Silk Mills Compound, L.B.S.Marg, Bhandup (West), Mumbai- 400078, Tel No.: (022) 25946970, E-mail: iepf.shares@linkintime.co.in. Please provide following details in all your communications: 1. Name of the Company, 2. Folio No. or DP and Client ID, 3. Name of shareholder, 4. Contact No., 5. Email ID. Also provide self-attested KYC documents of the shareholder like PAN, cancelled cheque leaf along with latest utility bill as address proof.

Note : You are requested to claim unpaid dividend on or before 28th February, 2017 failing which the above said equity shares will be transferred to IEPF at appropriate date.

After the shares have been transferred to IEPF, you can claim the said shares only from IEPF Authorities, by filing e-form No. IEPF-5 and following the procedure as maybe prescribed under the said Rules.

Thanking you,

Yours faithfully,

FOR KEYNOTE CORPORATE SERVICES LIMITED

SD/-

UDAY S. PATIL

DIRECTOR

(DIN: 00003978)

*This is computer generated letter & does not require signature.