

**IMPORTANT & URGENT
FOR YOUR IMMEDIATE ACTION**

Date : 30.06.2018

Barcode
SRNO / FOLIO
NAME1
ADD1
ADD2
ADD3
CITY PIN

Dear Shareholder(s),

Sub.: Mandatory updation of PAN and Bank details against your shareholding as per SEBI Circular

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, shareholders whose ledger folios do not have/have incomplete details with respect to PAN and Bank particulars are **mandatorily required** to furnish these details to the Company/ Registrar & Transfer Agent ("RTA") for registration/updation in the physical folio. **As per our records, your folio needs to be updated with PAN and Complete Bank details.**

In order to update aforesaid details, you are requested **to submit the following documents within 21 days of receipt of this communication to the Company or Link Intime India Private Limited ("RTA") at the address given below:**

- KYC form overleaf duly filled in and signed by all the shareholders.
- Self-attested copy of Pan Card of all the holders.
- **Original cancelled cheque leaf** bearing name of shareholder (In absence of original cancelled cheque, bank passbook / bank statement attested by the bank containing signature, stamp and employee code). **Please note that the said bank account shall contain your name as First name.**
- Address proof (self-attested copy of Aadhaar Card)

This letter will be followed by two reminders in case you are unable to provide PAN & BANK DETAILS. Further, despite two reminders, if you are not able to send the PAN & Bank Details, your folio would be subject to enhanced supervision by the Company / RTA.

Further, please note that the Company has declared following dividends till date:

Dividend Type	Dividend Rate @	Face value of Equity shares	Dividend Declaration date
Interim Dividend 2015-16	10%	Rs.10/-	24 th October,2015
Final Dividend 2015-16	10%	Rs.10/-	26 th July, 2016
Interim Dividend 2016-17	20%	Rs.2/-	11 th February, 2017
Final Dividend 2016-17	20%	Rs.2/-	21 st August, 2017
Interim Dividend 2017-2018	20%	Rs.2/-	14 th February, 2018

We advice you to submit above documents to update bank details as per said circular to ensure prompt credit of dividend in bank account.

To support green initiative, we also request you to update your email id to receive Annual Reports, Notices and any other correspondence in electronic mode by mentioning the same in enclosed KYC form.

We also request you to demat your shares at earliest. Please note that for demat for shares, you need to be in possession of original share certificate of face value of Rs. 2/- each issued on sub-division. In case if you are not in possession of same, kindly contact the Company / RTA.

In case if you have any queries or need any assistance in this regard, please contact;

The Company Secretary Indo Count Industries Limited 301, 3rd Floor, "Arcadia", Nariman Point, Mumbai – 400 021 Phone : 022 - 4341 9500 / 501 Email: amruta.avasare@indocount.com / icilinvestors@indocount.com	Registrar & Transfer Agents Link Intime India Private Limited Unit : Indo Count Industries Limited C-101, 247 Park, L B S Marg, Vikhroli (West), Mumbai – 400 083 Tel No: 022 – 49186000 ; Fax No: 022 - 49186060
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Thanking you,

Yours faithfully,

For Indo Count Industries Limited

Sd/-

Company Secretary**For Link Intime India Private Limited**

Sd/-

Authorized Signatory