



DHAMPUR SUGAR MILLS LIMITED

Regd. Office : Dhampur, District Bijnor - 246761, U.P.

Corporate Office : 241, Okhla Industrial Estate, Phase - III, New Delhi - 110020

Tel: 011-30659400, **Fax:** 011-26935697, **CIN :** L15249UP1933PLC000511

Email: investordesk@dhampur.com, **Website:** www.dhampur.com

[FINAL REMINDER]

10th March, 2019

Dear Shareholder,

Sub : Updation of Shareholders' details in the records of the Company and Dematerialization of Shares.

We find from our records that you hold shares in the Company in the physical mode and in this regard, we would like to bring to your kind attention to the following:-

Updating Bank Mandate, PAN, and Contact details

This is in continuation to our earlier requests forwarded vide our letters dated 25th June, 2018, 17th August, 2018 and 14th November 2018 to the shareholders who are holding equity shares of the Company in physical form requesting them for updating details of their PAN, Bank Account Details and other details (like Email-id, Phone no. and Address) in Company's records as mandated vide SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April 2018 and SEBI/HO/MIRSD/DOS3/CIR/P/2018/115 dated 16th July, 2018. Therefore, the shareholders who have not yet updated their details in Company's records are once again requested to provide the following details to the Company at the earliest alongwith request letter to update the details duly signed.

- 1) Self Attested Copy of PAN Card of all the holders;
- 2) Bank details of first holder, by providing original cancelled " Name printed Cheque" or copy of Bank Passbook / Statement duly attested by the Bank;
- 3) Email id and Mobile / Telephone No.
- 4) Address proof, if address changed.

Kindly send the above details latest by 31st March, 2019 to the Company or its Registrar & Share Transfer Agent (RTA) at the below address.

RTA

Alankit Assignment Limited

Unit : Dhampur Sugar Mills Limited

Alankit House 3E/7, Jhandewalan Extension

New Delhi - 110055

Ph. No.: 011-42541234/23541234

Email: rta@alankit.com

Company :-

Dhampur Sugar Mills Limited

241 Okhla Industrial Estate

Phase-III, New Delhi-110020

Ph:- 011 - 30659400

Email : investordesk@dhampur.com

Dematerialization of Shares

This is in continuation of our earlier letters dated 17th August, 2018 and 14th November, 2018. that as per SEBI notification No SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018 and SEBI/LAD-NRO/GN/2018/49 dated 30th November, 2018, no sale or purchase of shares will be allowed in physical form w.e.f 1st April, 2019. We, therefore, request you to kindly convert your shares from physical mode to demat mode as soon as possible. In case you do not have a demat account, you may contact your nearest Depository Participant (DP) who will guide you in opening the same.

This letter should be treated as last and final reminder in the regard.

Please ignore this letter, if details are already submitted.

Thanking you,

Yours faithfully,

For **Dhampur Sugar Mills Limited**

Sd/-

Aparna Goel

Company Secretary