



DHAMPUR SUGAR MILLS LIMITED

DHAMPUR, DISTRICT BIJNOR (U.P.) 246761

Tel: 01344-220006, Fax: 01344-220662

Email: investordesk@dhampur.com

Website: www.dhampur.com, CIN : L15249UP1933PLC000511

Date: 17th August, 2018

Dear Shareholder,

Sub : Updation of Shareholders' details in the records of the Company

Dear Sir/Madam,

We find from our records that you hold shares in our Company in the physical mode.

In this regard, we would like to bring to your kind attention the following:-

Updating Bank Mandate, PAN, and contact details

This is in continuation to our earlier request forwarded vide letter dated 25th June, 2018 to the shareholders who are holding equity shares of the Company in physical form for updating details of PAN, Bank Account Details and other details in Company's records as mandated by SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 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:

- 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.

Kindly send the above details latest by 24th September, 2018 to the Company's Registrar & Share Transfer Agent (RTA) at the below address.

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

Please ignore this letter, if details are already submitted.

Dematerialization of Shares

You would appreciate that in today's scenario and in line with the "green initiative" which encourages paperless holding, the safest way to hold shares is in dematerialized form, which will avoid the risk of loss of share certificate, mutilation thereof and the cost and effort involved in restoring the share certificates. Besides, if you want to pledge shares, the holding must be in demat mode. Further, as per SEBI notification No SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018, no sale or purchase will be allowed in physical form w.e.f 180 days from i.e. 5th December, 2018 the date of publication of the said notification in the official gazette. We, therefore, request you to 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.

Thanking you,

Yours faithfully,

For **Dhampur Sugar Mills Limited**

Sd/-

Aparna Goel

Company Secretary