SIR SHADI LAL ENTERPRISES LIMITED

CIN L51909DL1933PLC009509

Read. Office : 4-A. Hansalaya, 15. Barakhamba Road. New Delhi-110001

Tel.No. 011-23310414

Email: cs@Sirshadilal.com

Website:http://www.Sirshadilal.com

Reminder-II

Date : 25.10.2018

Dear Shareholder

Sub: Updation of PAN, Bank account details, Email address and Dematerialization of Shares

This is to with reference to our earlier letters on the captioned subject , no response is received from your side. hence we again wish to bring your kind notice that the Securities and Exchange Board of India (SEBI) vide circular No: SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 has mandated all listed Companies to update the Permanent Account Number (PAN) and Bank account details of all shareholders who are holding shares in physical form. As per our record, PAN and Bank details have not been updated in your Folio. Hence, we request you to send us the enclosed form, duly flled and signed by all shareholders (including joint holders, if any) along with the following documents to the below mentioned address of our Registrar and Share Transfer Agent within 21 days from the date of this letter.

(1) Self attested copy of PAN card of all shareholders including joint holders. In case of residence of Sikkim, the requirement of PAN Card be substituted with a valid Identity proof issued by Government.

(2) Original Cancelled Cheque Leaf bearing the name of Sole / first named shareholder (or) attested copy of Bank passbook.

Alankit Assignments Limited | Alankit Heights | 3E/7 Jhandewalan Extension | New Delhi - 110055, INDIA

(B) + 91-11-4254 1234 | (D)+91-11-4254 1956 , 966 | | (F) + 91-11-4254 1201, +91-11-2355 2001 |

(W) www.alankit.com | (E) maheshcp@alankit.com

Please note that Companies Act, 2013, provides for sending all documents, notices convening general meetings, audited financial statements, directors' report, auditors' report and every other documents required by law to be annexed or attached thereto etc., in electronic form to the registered e-mail address of the Shareholders. In terms of Regulation 36 (1) (a) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the listed entity shall send soft copies of full annual report to all those shareholder(s) who have registered their e-mail address(es) for the purpose. In order to receive all the documents and correspondences from us by e-mail, you may kindly mention your e-mail id, which will be registered with us as your registered e-mail id for sending all documents and correspondence by e-mail to you.

Also, on 8th June 2018, SEBI vide its notification No. SEBI/LAD-NRO/GN/2018/24 had amended the

Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), which states that, “except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository.”

As such, SEBI had mandated transfer of shares in dematerialised form alone. This comes into effect from December 2018 and hence you are requested to take note of it and take necessary steps to dematerialise your shares that are held in physical form.

We seek your co-operation in this regard.

For SIR SHADI LAL ENTERPRISES LTD.

Sd/-

Ajay Jain
Company Secretary

Encl. as above

To
Alankit Assignments Limited
Alankit Heights,
3E/7 Jhandewalan Extension,
New Delhi - 110055, INDIA

Folio No:

PERMANENT ACCOUNT NUMBER (PAN) AND BANK ACCOUNT UPDATION FORM

SHARE HOLDER (S) NAME	PAN
1	

Name of Bank	
Branch	
Account Number	
Account Type	Savings / Current
MICR Code (9-Digit Code Number of the Bank and Branch **appearing** on the **MICR** cheoue issued by the Bank)	
IFSC of Bank Branch	
Mobile No. of First / Sole holder (Phone / Mobile No.)	
Email ID of First / Sole holder for serving all future communications including Annual Report, AGM Notice etc.	

(Please attach a blank "cancelled" cheque leaf)

I, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible.

Signature of Shareholder (First / Sole)	
Signature of Joint Holder 1 (if any)	
Signature of Joint Holder 2 (if any)	

Date :

Encl :

(1) Self attested copy of PAN card of all shareholders including joint holders.
(2) Original Cancelled Cheque Leaf bearing the name of Sole / first named shareholder (or) attested copy of Bank passbook.
(3) Shareholders are requested to get the specimen signature attested by their bank manager, in case of any change in their signature.

In case, the shareholder is not in a position to submit "cancelled cheque leaf', please submit Copy of Bank Pass Book (1st page and Current Transaction page) certified by Concerned Bank Manager as under

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Certificate of the Shareholder's Bank

Certified that the particulars furnished above are correct as per our records.

Date :

Signature of the Authorised Official of the Bank

(Please affix Bank Seal with Identity Number of Bank Official)