

# SHIVALIK AGRO PLOY PRODUCTS LIMITED

Registered Office & Works

Plot no.1, Sector-3, Industrial Area, Parwanoo-173220 (H.P.)

Corporate office:

B-45, Phase III, Industrial Area, Mohali-160055 (PB)

Phone: 0172-2227088-89 Fax: 0172-2270349

Email: [saplmoh@sappl.co.in](mailto:saplmoh@sappl.co.in) , [bljain@sappl.co.in](mailto:bljain@sappl.co.in) Web [www.shivalikagropoly.com](http://www.shivalikagropoly.com)

CIN No: U15131HP1976PLC003703 PAN No. AACCS1454K

Dated: 01/07/2019

Dear Shareholder(s),

**Sub: Transfer of unpaid/unclaimed dividend and corresponding Equity Shares of the Company, held by you to the account of Investor Education and Protection Fund (IEPF) w.r.t. F.Y. 2011-12**

We wish to inform you that as per section 124 and other applicable provisions of the Companies Act, 2013 ('the Act'), all unpaid/unclaimed dividends are required to be transferred by the Company to the Investor Education and Protection Fund (IEPF) established by the Central Government, after completion of seven years from the date of transfer of the same to the Unpaid Dividend Account . Full details of such unclaimed or unpaid dividends are regularly updated by the Company on the website of the Ministry of Corporate Affairs (MCA) and on the website of the Company, [www.shivalikagropoly.com](http://www.shivalikagropoly.com)

The Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ('the Rules') notified by MCA, became effective from September 7, 2016. The Rules (as amended), contain provisions for transfer of all shares, in respect of which dividend has not been paid or claimed for seven consecutive years or more, to an IEPF Demat Account.

Our records indicate that you have not claimed your dividend as below details:-

Details of unclaimed dividend & and corresponding shares: Demat/Folio No. : IN302871/20531884

| Dividend Year   | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 |
|-----------------|---------|---------|---------|---------|---------|---------|---------|
| Dividend Amount |         |         |         |         |         |         |         |
| No. of Shares   |         |         |         |         |         |         |         |

We request you to claim the same before the due date by sending an undertaking (Draft enclosed) and a request to the company enclosing therewith self-attested copy of PAN card, Address proof , copy of cancelled cheque and your signatures attested from your bankers . With respect to financial year 2011-12 the amount(s) lying unpaid/unclaimed against your folio/de-mat account would be transferred to the account of IEPF, the corresponding shares if dividend is not encashed for the last 7 consecutive years would also be transferred to IEPF demat account. The details of same are given on the website of the company at web link

[http://www.shivalikagropoly.com/List\\_of\\_unclaimed\\_dividend\\_for\\_TRF\\_to\\_IEPF.aspx](http://www.shivalikagropoly.com/List_of_unclaimed_dividend_for_TRF_to_IEPF.aspx) and

[http://www.shivalikagropoly.com/List\\_of\\_share\\_for\\_TRF\\_to\\_IEPF.aspx](http://www.shivalikagropoly.com/List_of_share_for_TRF_to_IEPF.aspx). Thereafter, You can claim your unclaimed dividend and shares by requesting to the IEPF Authority after the same is transferred to them before 07.10.2019.

**Please note that the due date for transferring unclaimed or unpaid dividend and the corresponding shares to IEPF for FY 2011-12 is 07.10.2019 .**

You are requested to note that the Company will initiate to transfer your unclaimed /unpaid dividend and corresponding shares to the IEPF Demat Account on or after the aforesaid due date i.e 07.10.2019 by following the due process as provided in the Rules. Please note further that after the transfer of the shares to the IEPF De-mat Account, you may claim from the IEPF Authority, both the unclaimed dividend amount(s) and the shares, by making an online application in the prescribed Form IEPF-5 and sending the physical copy of the same duly signed (as per the specimen signature recorded with the Company dully attested from your bankers) along with requisite documents enumerated in the Form IEPF-5, to the Company. You are requested to follow the guidelines provided in the Rules. The Rules and the application form (Form IEPF-5), as prescribed by the MCA for claiming back the shares/dividend are available on the website of MCA at [www.iepf.gov.in](http://www.iepf.gov.in).

The concerned shareholder, holding shares in physical form and whose shares are liable to be transferred to DEMAT Account of IEPF Authority, may note that the Company would be issuing new share certificate(s) in lieu of the original share certificate(s) held by them for the purpose of transfer the same to DEMAT Account of IEPF Authority as per Rules and upon such issue, the original share certificate(s) which stand registered in their name shall stand automatically cancelled and be non-negotiable. The shareholders may further note that the details uploaded by the Company on its website should be regarded and shall be adequate notice in respect of issue of new share certificate(s) by the Company for the purpose of transfer of share to DEMAT Account of IEPF Authority pursuant to the Rules.

**Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and shares transferred to the IEPF Authority pursuant to the said Rules.**

In case of any query, you may contact the Company / Registrar at the below address /telephone nos. /email given below.

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|---|--|
| SHIVALIK AGRO POLY PRODUCTS LIMITED<br>B-45, PHASE III, INDUSTRIAL AREA, MOHALI-160055(PB)<br>Phone: 0172-2227087-88 Fax 0172-2270349<br>Email : <a href="mailto:saplmoh@sappl.co.in">saplmoh@sappl.co.in</a> ,<br><a href="mailto:bljain@sappl.co.in">bljain@sappl.co.in</a><br>Website: <a href="http://www.shivalikagropoly.com">www.shivalikagropoly.com</a><br>Contact Person: Mr. B.L. Jain | ABHIPRA CAPITAL LIMITED<br>ABHIPRA COMPLEX,<br>A-387, DILKHUSH INDUSTRIAL AREA,<br>G.T. KARNAL ROAD, AZADPUR,<br>DELHI.-110033.<br>Phone:011-42390783, 42390725<br>Email: <a href="mailto:rta@abhipra.com">rta@abhipra.com</a><br>Contact Person: Mr. M.S. Rawat |
|---|--|

Thanking you,

**For SHIVALIK AGRO POLY PRODUCTS LIMITED**

Sd/-

**B L JAIN**

**FINANCE CONTROLLER & COMPANY SECRETARY**

**LETTER OF UNDERTAKING**

The Company Secretary  
Shivalik Agro Poly Products Ltd.  
B-45, Phase III, Industrial Area, Mohali (Punjab) -160055

Dear Sir,

**Sub: Unclaimed Dividend(s)**

I/We do not have the Dividend Warrant(S) which has/have not been encashed by me/us and appear(s) to have lost/misplaced. I/We hereby undertake to indemnify the Company against all costs, expenses and all losses or damages which may be incurred by the Company in consequence or by any reason of the Company paying me/us the dividend(s) amounts as per the request made by me/us. Please issue a pay order/ Demand Draft/cheque of the dividend(s) amount at your earliest.

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Signatures of shareholder      signatures of first joint holder      signatures of second joint holder

Place:

Date: