



S K INFOSOLUTIONS PVT. LTD.

(SEBI Approved Registrars & Share Transfer Agents with Connectivity of NSDL & CDSL)
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Ref No.SKC/hscI/intimation_bank_mandate/48/2440

Date:31/05/2018



Dear Sir(s) / Madam,

**Sub: NACH (National Automated Clearing House) Mandate for payment of
Dividend/interest/redemption
Unit: HIMADRI SPECIALITY CHEMICAL LIMITED**

We invite your attention to the Circular no SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 issued by the SEBI, which has mandated the payment of dividend through National Automated Clearing House (NACH), accordingly, we are sending herewith the NACH Mandate Form for your necessary action. You are requested to fill-up the required details and return to us after your signature along with following documents to enable us to credit dividend amount directly to your bank account through NACH:-

1. Self attested copy of PAN Card as proof of Identity (all joint holders, in case of joint shareholders);
2. Self attested copy of any one of the documents i.e. Aadhaar card/ Voter ID Card/ Passport as proof of address (only for first holders -in case of joint shareholders);
3. A cancelled cheque leaf with your name printed on the cheque leaf. In case your name is not printed on the cheque leaf, in addition, send us the copy of bank Pass Book or bank Statement duly attested by the bank (first holders only);
4. Xerox copy share certificate/ copy of any letter received from the company / copy of dividend warrant, showing your folio No. or copy of bank Passbook or bank statement showing encashment of dividend issued by the company (only for first holder);
5. Specimen signature duly attested by your banker (other than Cooperative banks) as per format enclosed with name of attesting official, with seal, designation and employee code with rubber stamp affixed there to (for all holders)

Your reply with aforesaid documents as requested for should reach us by 30th June 2018; if we do not receive your reply with the documents requested within the stipulated time, the Company and the Registrar & Share Transfer Agents (RTA) will exercise enhanced due diligence in respect of any of the transaction in the above mentioned folio.

Thanking you

Yours faithfully

S K Info solutions Pvt Ltd

Registrars

Encl: as stated

(This letter is computer generated, no signature is required)
(Note: Shareholder(s) holding shares in Demat form may approach to their DP for recording their Bank Particulars/ Contact No / e-mail ID etc;)

To
M/s S K Info-Solutions Pvt Ltd
(Unit: HIMADRI SPECIALITY CHEMICAL LIMITED)
34/1A, Sudhir Chatterjee Street
Kolkata- 700 006

Date:

Sub: NACH (National Automated Clearing House) Mandate Form

With reference to your letter No:.....dated..... I hereby submit the required details with documents for making payment of Dividend through NACH (National Automated Clearing House) Mandate and update my record in the register of members of the company:

NACH (National Automated Clearing House) Mandate

Name of The Company	
Folio /Account no	
Name of the first holder (in Block Letters)	
No of shares held	
Bank Name	
Bank Branch, Address& Phone No.	
Bank Account no.	
Account Type: SB / CA	
9 digit MICR code	
IFSC code	
Email ID of Shareholder, if any	
Mobile No	
PAN NO (enclosed self attested photocopy of the Pan Card)	
Cancelled cheque (with name printed on the cheque leaf)	

I agree to avail the NACH facility extended by RRBI with respect to payment of dividend to me by the company.

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or effected at all for any reasons beyond the control of the company / its' Registrar & Share Transfer Agents, I would not hold them responsible.

Yours faithfully,

Signature of first holder

Encl:

1.Request letter along with all documents as required

Signature Attestation Form
(To be issued on banks' Letter head by the shareholder)

1.	Name of Account Holder(s) (In Capital Letters)	1)	
			(First holder)
		2)	
			(Second Holder)
		3)	
			(Third Holder)
2.	Type of Account	Current / SB/ OD/ Others	
3.	Address of Account Holder(s) as recorded with the Bank		
4	Account No:		
5.	Signature of the Holder(s)	1)	
			(First Holder)
		2)	
			(Second Holder)
		3)	
			(Third Holder)

Signature and address verified as per records with bank

Signature of Bank Official: _____
(with seal & Rubber Stamp)

Name of the officer: _____

Designation: _____

Employee Code: _____

Place: _____

Date: _____