



**SATIA
INDUSTRIES
LIMITED**

An ISO 9001,14001&OHSAS 18001 company

CIN L21012PB1980PLC004329

**Manufacturer of Quality
Writing, Printing & Specialty
Paper with ECO MARK**

IS:1848



NOTICE OF TRANSFER OF EQUITY SHARES OF THE COMPANY TO DEMAT ACCOUNT OF INVESTOR EDUCATION & PROTECTION FUND

Dear Shareholders,

We wish to inform you that as per record of the company and details submitted by concerned bank, dividend for 2014-2015 is still unclaimed of few shareholders.

As per Section 124 of the Companies Act, 2013 read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 and Secretarial Standard issued by ICSI, the amount of dividend(s) remaining unclaimed for a period of 7 (Seven) years from the date it become due, is required to be transferred to the Investor Education & Protection Fund ("IEPF") established by Central Government. Details of the unclaimed dividend is updated in website of company and reminder letter have also been sent from time to time to shareholders to claim their unpaid dividends. Further all the shares in respect of which dividend has remained unclaimed for seven consecutive years or more shall also be transferred to IEPF.

To claim the outstanding dividend, kindly first ensure registration of correct bank details including core banking account no. and IFSC/MICR of your bank against the demat account with your Depository Participant / Registrar and Share Transfer Agent – Beetal Financial & Computer Services Private Limited. Please submit your claim by executing the enclosed Letter of Undertaking/indemnity **complete in all respect** or stale dividend warrant for claiming the same latest by **Friday, 30th September, 2022**. In case you have already claimed your dividend, please ignore this letter.

For Shares held in demat form:

Copy of the demat account statement (client master list) showing name, address, demat and bank account details registered against the demat account with Letter of Undertaking/indemnity.

For Shares held in physical form:

- Original cancelled leaf bearing the name of the first shareholder or
- Bank Attested copy of first page of bank passbook/statement of account in original and cancelled cheque.
- Copy of PAN and Aadhar of the shareholder(s)
- Letter of Undertaking/indemnity

As per SEBI's circular dated November 03, 2021 and December 14, 2021, shareholders holding shares in physical form are required to send duly filed Forms No. ISR-1, Forms No. ISR-2, and Forms No. SH-13 and other supporting documents including original cancelled cheque stating their name as the Account holder along with request letter. Kindly ignore this if you have

Registered Office & Mill: Village Rupana, Sri Muktsar Sahib-152032 Punjab, India. Ph.:262001,262215,263585 Fax:01633-263499 email: satiapaper@gmail.com

Branch: 613-615, Naurang House, 21, K.G.Marg, Connaught Place, New Delhi-110001 Ph.:23710351/52/53 Fax:23718191 e-mail: satiapaper@rediffmail.com Branch: S.C.O. No.90-92, Sector 8-C, Madhya Marg, Chandigarh-160018 Ph.:0172-2780022/23, 4618377 Fax: 0172-4648600, satiaindustriesltd@gmail.com Branch:304, Navjeevan Complex, 29, Station Road, Jaipur-302006, Rajasthan Ph.:2371055,2379554 Fax: 0141-2374433 e-mail: satiapaper.jpr@gmail.com



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already furnished the required information to RTA. The above forms can be downloaded from this link <https://satiagroup.com/investor/important-information/>

In case the dividends are not claimed by the said date, necessary steps will be initiated. We would further like to state that any future dividend / benefits, if any, in respect of shares so transferred shall also be credited to the IEPF. No claim shall lie against the Company or its Registrar in respect of unclaimed dividends and shares transferred to IEPF pursuant to the said IEPF Rules.

Members whose shares are liable to be transferred to the Authority and holding shares in:

- (a) **Physical Forms** may note that the Company would be issuing duplicate share certificate(s) in lieu of the original share certificate(s) held by them for the purpose of transfer of shares to the Authority as per the Rules and upon such issue, the original share certificate(s) which are registered in their name shall stand automatically cancelled and be deemed non-negotiable.
- (b) **Dematerialized Form** may note that the Company shall inform the depository by way of corporate action for transfer of shares in favour of the Authority.

In the event of transfer of shares held by you and the unclaimed dividend to IEPF, you are entitled to claim the same from IEPF by submitting an online application in the prescribed form No. IEPF-5 available on the website www.satiagroup.com as per procedure prescribed by IEPF Authority.

For any further query please feel free to contact Company Secretary Department, Satia Industries Limited at Ph.:01633-262001,262215,263585 or E-mail at: satia.secretarial@satiagroup.com

Thanking you,

Yours faithfully

For Satia Industries Limited.

**(Rakesh Kumar Dhuria)
Company Secretary**