

NEW INDIA RETAILING & INVESTMENT LIMITED

REGD. OFFICE – 9/1, R N MUKHERJEE ROAD, (5TH FLOOR), KOLKATA – 700 001, PHONE : 2248 7068, 2243 0497/8
FAX NO. 033 2248 6369, E-MAIL-birlasugar@birla-sugar.com CIN : L15421WB1933PLC023070 Website : www.niril.in

20th August, 2018

Dear Shareholder,

Re : Folio No(s).

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

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 contract details

As per the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018; all listed Companies are required to maintain, in order, to make payment of dividend, if declared, to the members through electronic mode, update Bank details of the members/beneficiaries. To support the green initiative, we would also like to have your contract details including email id to communicate to you electronically for paperless and speedy communication. In this respect, you are also requested to give your consent to receive all further communication in electronic mode.

In view of this, we would request you to kindly fill up the enclosed form with your bank account details and your contract details, sign the form and arrange to dispatch the same directly to our RTA, viz. Link Intime India Private Limited, 59C, Chowringhee Road, 3rd Floor, Kolkata – 700 020 **within 21 days of this letter, please also provide to us with :**

1. A copy of the PAN Card of the shareholders (including joint holders) and
2. Original cancelled cheque leaf / attested bank passbook showing name of account holder for the above account.

Securities holders who are unable to respond to this notice and provide PAN and bank details within 180 days of the SEBI circular or have informed that the securities available in their name as per the records of RTA does not belong to them, shall be subject to enhanced due diligence by the Company.

Dematerialization of Shares

You would kindly appreciate that in line with “green initiative” by government which encourages paperless holding, the safest possible way to hold shares is in dematerialized form. In case of physical holding, there could be a chance of loss of share certificate, mutilation thereof resulting in compliance on your part, with lengthy procedural formalities in order to get the share certificate restored. 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 except in case of transmission or transposition of securities will be allowed in physical form w.e.f. 180 days from the date of publication of the said notification in the official gazette i.e. effective from 05.12.2018 as per BSE Notification dated 05.07.2018. Therefore, we would like to suggest to you to kindly convert your shares of face value of Rs. 10/- each from physical mode to demat mode as it will be beneficial to you. In case you do not have any demat account, you may contact your nearest Depository Participant (DP) who will guide you in opening the same. Conversion of physical shares to dematerialized shares is a simple process.

Your kind co-operation in this matter is solicited.

Thanking you,

Yours faithfully

For **NEW INDIA RETAILING & INVESTMENT LIMITED**

Sd/-
(Abhay Singhal)
Chief Financial Officer

Encl. a/a.