

## Aarti Surfactants Limited

CIN L24100GJ2018PLC102891

Regd. Office: Plot Nos. 801, 801/23, GIDC Estate, Phase – III, Vapi, Dist. Valsad, Gujarat – 396 195

Corporate Office: 71, Udyog Kshetra, 2nd Floor, Mulund Goregaon Link Road, LBS Marg, Mulund West, Mumbai – 400 080.

Tel: +91 2267976666; Fax: + 91 2225904806; Website: www.aarti-surfactants.com; E-mail: investors@aarti-surfactants.com

Date : 21/06/2021

Ref.No :

Shareholder Name and Address

Folio No./DP-CLID :

Dear Shareholder,

Shares :

### **Subject: Reminder - I, pursuant to Regulation 39(4) and Schedule VI of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for transfer of Unclaimed Shares to “Unclaimed Suspense Account”.**

Please note that pursuant to Regulation 39(4) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed entity is required to comply with the procedural requirements specified in Schedule VI to the said Regulations while dealing with securities issued pursuant to the public issue or any other issue, physical or otherwise, which remain unclaimed and/or are lying in the escrow account i.e. transfer all unclaimed shares to an “**Unclaimed Suspense Account**”.

On verification of records, we have observed that share certificate issued by the Company and sent through Registered Post to your registered address was returned undelivered by the Postal Authorities with the reason “Unknown Address”. In this regard, we would like to inform that Company or its Registrar & Share Transfer Agent had not received any request from you, for claiming your said shares.

In view of the above, we are requesting you to claim your shares and update your address registered with the Company by providing following documents in case of change of address:

- 1) Duly notarized copy of your PAN Card/Voter Identity Card as identity proof,
- 2) (A) Proof of old address (any one of below):
  - a. Self-attested copy of voter ID
  - b. Self-attested copy of passport
  - c. Self-attested original Utility bill in the name of the first shareholder
  - d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)
  - e. Original copy of allotment letter of shares
- (B) Proof of new address (any one of below):
  - a. Self-attested copy of voter ID
  - b. Self-attested copy of passport
  - c. Self-attested original Utility bill in the name of the first shareholder
  - d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)
3. Your specimen signature duly attested by the Bank Manager/Public Notary/Magistrate.

(Kindly visit the link to download the specimen signature format:

**<https://linkintime.co.in/admin/DownloadFiles/new%20bankers%20verification.pdf>**)

In case of no change in the existing address, you are requested to respond to this notice for claiming your shares by sending a duly signed request letter along with the above mentioned list of documents for validating our records.

Kindly respond along with the documents mentioned above **within 15 days from the date of this notice** to the Company's Registrar & Share Transfer Agent i.e. M/s. Link Intime India Pvt. Ltd, (Unit: Aarti Surfactants Limited), C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai - 400 083 (Ph. No. 022 - 4918 6270) quoting your Ledger Folio No.

Thanking you.

Yours faithfully,

**For AARTI SURFACTANTS LIMITED**

Sd/-

**Prashant B. Gaikwad**

**COMPANY SECRETARY**

**\*This is computer generated letter & does not require signature.**

Note: All shareholders are requested to submit a written request duly signed by the shareholder to their Depository Participants for shares held in electronic form and with the Company/its R&T Agent for shares held in physical form for registering their E-mail address for receiving all communications through E-mail in future.

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Tel: +91 2267976666; Fax: + 022-25653234; Website: www.aarti-surfactants.com; E-mail: investors@aarti-surfactants.com



EA501278749IN

Shareholder Name and address

Date : 09/09/2021  
Ref.No :  
Folio No./DP-CLID :  
Shares :

Dear Shareholder,

**Subject: Reminder - II, pursuant to Regulation 39(4) and Schedule VI of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for transfer of Unclaimed Shares to “Unclaimed Suspense Account”.**

Please note that pursuant to Regulation 39(4) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed entity is required to comply with the procedural requirements specified in Schedule VI to the said Regulations while dealing with securities issued pursuant to the public issue or any other issue, physical or otherwise, which remain unclaimed and/or are lying in the escrow account i.e. transfer all unclaimed shares to an “Unclaimed Suspense Account”.

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- 2) (A) Proof of old address (any one of below):
  - a. Self-attested copy of voter ID
  - b. Self-attested copy of passport
  - c. Self-attested original Utility bill in the name of the first shareholder
  - d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)
  - e. Original copy of allotment letter of shares
- (B) Proof of new address (any one of below):
  - a. Self-attested copy of voter ID
  - b. Self-attested copy of passport
  - c. Self-attested original Utility bill in the name of the first shareholder
  - d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)
3. Your specimen signature duly attested by the Bank Manager/Public Notary/Magistrate.

(Kindly visit the link to download the specimen signature format:

<https://linkintime.co.in/admin/DownloadFiles/new%20bankers%20verification.pdf>)

In case of no change in the existing address, you are requested to respond to this notice for claiming your shares by sending a duly signed request letter along with the above mentioned list of documents for validating our records.

Kindly respond along with the documents mentioned above **within 15 days from the date of this notice** to the Company's Registrar & Share Transfer Agent i.e. M/s. Link Intime India Pvt. Ltd., (Unit: Aarti Surfactants Limited), C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai - 400 083 (Ph. No. 022 - 4918 6270) quoting your Ledger Folio No.

Thanking you.

Yours faithfully,

**For AARTI SURFACTANTS LIMITED**

Sd/-

**Prashant B. Gaikwad**  
**COMPANY SECRETARY**

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**Tel:** +91 2267976666; **Fax:** + 022-25653234; **Website:** www.aarti-surfactants.com; **E-mail:** investors@aarti-surfactants.com

Shareholder Name and Address

Date : 23/12/2021

Ref.No :

Folio No./DP-CLID :

Shares :

Dear Shareholder,

**Subject: Reminder - III, pursuant to Regulation 39(4) and Schedule VI of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 for transfer of Unclaimed Shares to “Unclaimed Suspense Account”.**

Please note that pursuant to Regulation 39(4) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed entity is required to comply with the procedural requirements specified in Schedule VI to the said Regulations while dealing with securities issued pursuant to the public issue or any other issue, physical or otherwise, which remain unclaimed and/or are lying in the escrow account i.e. transfer all unclaimed shares to an “Unclaimed Suspense Account”.

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- 2) (A) Proof of old address (any one of below):
  - a. Self-attested copy of voter ID
  - b. Self-attested copy of passport
  - c. Self-attested original Utility bill in the name of the first shareholder
  - d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)
  - e. Original copy of allotment letter of shares

(B) Proof of new address (any one of below):

- a. Self-attested copy of voter ID
- b. Self-attested copy of passport
- c. Self-attested original Utility bill in the name of the first shareholder
- d. Notarized copy of ration card along with self-attested original utility bill in the name of the family member (mention the relationship)

3. Your specimen signature duly attested by the Bank Manager/Public Notary/Magistrate.

(Kindly visit the link to download the specimen signature format:

<https://linkintime.co.in/admin/DownloadFiles/new%20bankers%20verification.pdf>)

In case of no change in the existing address, you are requested to respond to this notice for claiming your shares by sending a duly signed request letter along with the above mentioned list of documents for validating our records.

Kindly respond along with the documents mentioned above **within 15 days from the date of this notice** to the Company’s Registrar & Share Transfer Agent i.e. M/s. Link Intime India Pvt. Ltd, (Unit: Aarti Surfactants Limited), C-101, 247 Park, L.B.S. Marg, Vikhroli (West), Mumbai - 400 083 (Ph. No. 022 - 4918 6270) quoting your Ledger Folio No.

Thanking you.

Yours faithfully,

**For AARTI SURFACTANTS LIMITED**

Sd/-

**Prashant B. Gaikwad**

**COMPANY SECRETARY**

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