

**Mac Charles (India) Limited**

(CIN: L55101KA1979PLC003620)

Regd. Office: No.28, Sankey Road, Bangalore – 560052

Phone: 080 22262233 / Fax: 22267676; Email: [secretarial@lemeridienbangalore.com](mailto:secretarial@lemeridienbangalore.com); web: [maccharlesindia.com](http://maccharlesindia.com)

Ref: MCIL/IEPF-DIV2009-10/

Date: November 11,2017

**IMPORTANT CIRCULAR**

Dear Shareholder(s)

**Sub: Mandatory transfer of equity shares of the Company to the Investor Education and Protection Fund (“IEPF”) Authority.**

This has reference to the provisions of Section 124(6) of the Companies Act, 2013 (‘Act’), Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (‘Rules’) read with the notification issued by the Ministry of Corporate Affairs (‘MCA’) dated October 13<sup>th</sup>, 2017 and other applicable provisions, if any, of the Act, Rules, as amended from time to time, whereby all the shares in respect of which dividends are unpaid or unclaimed for a period for seven consecutive year or more shall be transferred to the demat account of the IEPF authority on or before November 30<sup>th</sup>, 2017. Further, all unpaid and unclaimed dividends are required to be transferred by the Company to the IEPF after completion of seven year as per the applicable provisions of the Act.

As per our records, the amount of dividends which are unpaid or unclaimed in respect of your folio/demat account are due for transfer to IEPF authority. You are hereby requested to immediately submit the claim in respect of the unclaimed dividends due to you by returning the attached form, duly signed to BGSE Financials Limited, Registrar and Share Transfer Agent of the Company on or before November 28, 2017.

In case we do not receive duly signed request before November 28, 2017 or such other extended date as may be notified, we shall with a view to complying with the requirements of the said Rules, transfer the shares to the demat account of the IEPF authority on November 30, 2017 as per the procedure stipulated in the Rules without any further notice. Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and the shares transferred to IEPF authority pursuant to the said Rules.

After the unclaimed dividend and the equity shares are transferred to the IEPF authority, the same can be claimed by you by making an application electronically in form IEPF-5. Upon submitting the duly completed Form IEPF-5, you will be required to take a print out and send the same, duly signed, alongwith the requisite documents as specified in the said Form. The said Form IEPF-5, as prescribed by the MCA for claiming back the shares/dividend, is available on the website of the company [www.maccharlesindia.com](http://www.maccharlesindia.com) as the well on the website of MCA at [www.iepf.gov.in](http://www.iepf.gov.in). In case you have any queries, you may contact the following address/email/telephone number:

Mr. M S Reddy Vice President Finance and Company Secretary Mac Charles (India) Limited 28, Sankey Road, Bangalore-560023 Phone: 080-22262233 Email: <a href="mailto:secretarial@lemeridienbangalore.com">secretarial@lemeridienbangalore.com</a> Website: <a href="http://www.maccharlesindia.com">www.maccharlesindia.com</a>	BgSE Financials Limited Registrar & Share Transfer Agents No.51, Stock Exchange Towers, 1st Cross, J.C. Road, Bengaluru-560027 <b>Phone:</b> 080 4132 9661 / 4140 5259 Email: <a href="mailto:cs_rta@bfsi.co.in">cs_rta@bfsi.co.in</a> Website: <a href="http://www.bfsi.co.in">www.bfsi.co.in</a>
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**Thanking you,  
For Mac Charles (India) Limited,**



**M S Reddy  
Company Secretary & Compliance Officer**