

UNPAID/UNCLAIMED DIVIDEND DECLARED BY IRCON INTERNATIONAL LIMITED

Dear Shareholder(s),

It is hereby informed you that as per the provisions of Section 124(5) of the Companies Act, 2013 ('the Act') all unpaid and unclaimed dividends are required to be transferred by the Company to the Investor Education and Protection Fund ('IEPF') established by the Central Government, after expiry of 7 years from the date of transfer to unpaid dividend account.

Further, as per the provisions of Section 124(6) of the Act read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 and subsequent amendment thereto ('the Rules'), all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more shall be transferred in favour of the demat account of the IEPF Authority.

Therefore, Shareholders who have not claimed the dividend amount remitted to them are requested to claim the unpaid/unclaimed amount by providing us the following documents at the earliest to enable us to release the amount of unclaimed dividend:

1. Letter duly signed and clearly specifying the Folio no./DP ID/ Client ID and your complete address along with a confirmation that you have not encashed the aforesaid dividend warrants and enclosing uncashed dividend warrants, if any, available with you (enclosed as **Annexure**);
2. Dully filled Form ISR-1;
3. Banker's attestation of the shareholder(s) signature in Form ISR-2;
4. Nomination for the aforesaid folio(s) - in Form SH-13 or 'Declaration to Opt-out' in Form ISR-3;
5. Self-attested copy of your PAN Card linked with Aadhaar & address proof;
6. Details of your Bank Account along with a copy of Cancelled Cheque leaf; and
7. Self-attested copy of your Client Master List stamped and signed by Depository Participant with updated Bank Account details.

Please quote your Folio No./Telephone No./Mobile No./ E-mail address in your correspondence and send the document at the following address:

Alankit Assignments Limited

Alankit House, 4E/2 Jhandewalan Extension, New Delhi - 110055

Telephone: +91-11-42541234, (D)+91-11-42541957

E-mail: rta@alankit.com

In case, you have already taken action in this regard you may ignore this.

Thanking you,

Yours faithfully,

For **Ircon International Limited**

(Pratibha Aggarwal)

Company Secretary & Compliance Officer

Request Letter cum Undertaking for Non-Receipt of Dividend

To,

Alankit Assignments Limited**Alankit House, 4E/2 Jhandewalan Extension,****New Delhi – 110055.**

Dear Sir(s),

This is to certify that I/we -----S/o D/o W/o-----Pan No

-----residing at -----Contact No ----- have Invalid/Misplaced/Lost /not received dividend warrant(s) of Ircon International Limited (IRCON) as per the details given below:

SI.No.	Folio No./DPIDCLID	Warrant No.	Cheque No.	Year	Amount (Rs.)

I/We hereby request you to transfer dividend amount through NEFT in My New Bank Account No _____ IFSC CODE _____ of _____ (Bank Name & Branch) in lieu of the original dividend warrants(s) Invalid/Misplaced/Lost.

I/We have not charged, pledged, created any lien or any sort of encumbrance or otherwise dealt in so as to create any adverse claim upon the amount of the above dividend warrant(s).

Now, it is hereby agreed that in consideration of the Company transferring dividend electronically or issuing me a cheque in lieu of the original dividend warrants(s) for the said amount, I/we hereby covenant at all the times hereafter to save, defend and keep indemnified the company or any of its directors or officers from and against all actions, costs, suits, legal proceedings, account claims, demands, losses, charges, damages, expenses and liabilities whatsoever nature which the company may sustain or incur by reason of issue of cheque/demand draft in lieu of original dividend warrant(s).

It is hereby further agreed to return to the Company the original dividend warrant(s) if I happen to trace the same.

Signature:**All Shareholder(s): 1.****2.****Signature: _____**

Name & Address-

Contact No -

Email Id -

Name & Address-

Contact No -

Email Id -

Attach following documents along with undertaking: -

1. Self-attested copy of Pan card & residence proof of shareholder enclosed.
2. Cancelled cheque in original enclosed/Scan copy (if sending through email)
3. Self-attested copy of client master list duly updated your bank details, IFSC & MICR in your depository where you maintain your demat account.