

UNPAID/UNCLAIMED DIVIDEND DECLARED BY IRCON INTERNATIONAL LIMITED

Dear Shareholder(s),

This is inform you that as per provisions of the Companies Act 2013, where a dividend has been declared by the Company but has not been paid or claimed within a period of 7 years by the shareholders, is required to be transferred to the Investor Education and Protection Fund (IEPF).

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

1. Request letter claiming unclaimed dividend amount along with Letter of Undertaking (enclosed as **Annexure**)
2. A cancelled cheque leaf.
3. Self attested photocopy of the PAN card

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

KFin Technologies Pvt. Ltd.,(Unit: Ircon International Limited)
Selenium Tower B, Plot 31-32
Gachibowli, Financial District, Nanakramguda, Hyderabad – 500 032
[Tel. (040) 67162222, Toll Free No. 1800-345-4001, Fax. No. (040) 23420814,
E-mail: einward.ris@kfintech.com

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

Thanking you,

Yours faithfully,

For **IRCON INTERNATIONAL LIMITED**

Sd/-
(Ritu Arora)
Company Secretary & Compliance Officer

KFin Technologies Pvt. Ltd.,(Unit: Ircon International Limited)
Selenium, Tower B, Plot 31-32, Gachibowli,
Financial District, Nanakramguda,
Hyderabad – 500 032

Sub: Payment of unclaimed dividend

This has reference to the letter from IRCON dated _____ regarding unpaid/unclaimed dividend declared by Ircon International Limited to the Shareholders for claiming the unclaimed/unpaid dividend amount. Kindly arrange to make payment of unclaimed dividend as stated below. (Tick ✓ whichever is applicable).

- I/We enclose the original instrument(s)
- I/We do not possess the original instrument(s)

I/We confirm that I/We have not encashed the instrument(s) sent to me earlier nor have I/We received any money in connection with the payment(s) mentioned above.

Folio No./DP ID/Client ID:

Financial Year	Warrant No.	Date of Warrant	Amount (Rs.)

I/We am/are enclosing Letter of Undertaking duly signed by me/all the shareholder(s) for remittance of the Dividend Warrant(s) amount.

Signature of Shareholder(s)

Email:

Phone:

Date:

LETTER OF UNDERTAKING

Dear Sir,

Ref: FOLIO NO. / DP ID/ Client ID: _____

I/We am/are the shareholder(s) of Ircon International Limited ('the Company') and certify that I have lost/misplaced/not received Dividend Warrant/ Demand Draft for the dividend declared as per following details:

Financial year	Rate of dividend (per share)	Amount	No. of shares

In consideration of you issuing duplicate dividend warrant(s)/demand draft(s) from the bank towards unclaimed dividend mentioned above which is standing in my name in your books, original of which has/have been lost or misplaced by me, I, the undersigned, undertake to indemnify and hold you harmless against any loss or damage, claim or demands which you may sustain in consequence of issuing duplicate warrant(s)/draft(s) as mentioned above or any reason of any subsequent production or negotiation of the missing original dividend warrant(s)/demand draft(s) mentioned above or by any action or proceedings in respect thereof.

It is hereby further agreed that I hereby also undertake to surrender or cause to surrender to the Company, the original dividend warrant(s), if and when the same is/are found.

Name & Signature of the First Holder:

Demand Draft Payable at:

Dated at _____ this ___ day of _____, 2020