

SICGIL INDIA LIMITED  
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CIN : U24111TN1947PLC002534

12th November 2018

Dear Shareholder,

Sub: Dematerialisation of shares - Ref: Book No: BI Folio No: 34

Further to our earlier communications dated 07.09.2018 and 19.09.2018 and the subsequent extra-ordinary general meeting of the shareholders held on 05.10.2018 for the amendment of Articles of Association, the company has, for the purpose of dematerialisation of shares, registered itself with National Securities Depository Limited (NSDL). The ISIN number allotted to the company is INE02CJ01012. Please make note of this number, as this will be required for the purpose of dematerialisation of the shares with your depository. The Registrar and Transfer Agent for the company is Cameo Corporate Services Limited, 1, Club House Road, Chennai 600 002.

The procedure for dematerialisation of shares is as follows:

- > All shareholders need to open a Demat account with a depository participant, popularly called DP.
- > After receipt of ISIN (as above) and after the Demat account has been opened, shares held by shareholders can be dematerialised, by filling a Dematerialisation Request Form (DRF). The shareholders have to submit/surrender the certificates of the shares which need to be dematerialized, along with the dematerialisation Request Form (DRF), to the depository participant.
- > The depository participant then sends a request, through an electronic system, to the Registrar and Transfer agent (Cameo Corporate Services Limited).
- > The electronic system generates a Dematerialisation Request Number (DRN). This DRN number is entered on the Dematerialisation Request Form (DRF) and is sent along with physical documents (identity and address proof / share certificates), to the Registrar and Transfer agent.
- > The share certificates will be received by the Registrar and Transfer agent from the shareholders, who verifies the same. These share certificates will be mutated and the words "Surrendered for Dematerialisation" will be written on it.
- > The Demat account of the shareholder maintained with the depository participant (DP) is credited with the dematerialized shares.

By virtue of Notification dated 10.09.2018 issued by the Government and informed to the shareholders by the company, vide its letter dated 19.09.2018, every holder of shares of an unlisted Public Company, who intends to transfer such said shares on or after 02.10.2018 shall do so only in dematerialised form. Therefore, all subsequent transfer of shares will be done only in Demat mode through the RTA.

Trust the above is clear. Should there be any queries in this regard, please do let us know.

Yours faithfully,  
Sd/-  
V.N.Vijaykumar  
Company Secretary

This is a computer generated statement and does not require a signature.