

MCS Share Transfer Agent Limited

383, Lake Gardens, 1st Floor, Kolkata - 700045

Phone : 033-40724051/53, Email : mcssta@rediffmail.com, CINNO.U67120WB2011PLC165872

MCSSTA/SURAJ/LOSS

05.08.2021

To

Suraj Products Limited

Vill : Barpali,

P.O. Kesarmal, Rajgangpur,

Dist- Sundargarh

Pin – 770017 (Odisha)

Dear Sir/Madam,

Re : INTIMATION REGARDING LOSS OF SHARE CERTIFICATES

As per SEBI's Notification No. SEBI/LAD - NRO/GN/2015 - 16/013 dated 02.09.2015 vide Sub-clause 3 of Clause 39 on the above captioned subject, we would like to inform you that the following share certificates have been lost reported by the shareholder(s).

Sl. No.	Name of the Share-holder	Share Certificate Nos.	Distinctive. Nos.		No. of Shares	Folio No.
			From	To		
1	SATYABRATA MITRA	7294	2226101	2226200	100	S0041
		7389	2235601	2235700	100	05
		28436 to 28437	4340301	4340500	200	
2	ALKA ASHUTOSH NAIK ASHUTOSH B NAIK	13011 to 13020	2797801	2798800	1000	A0009 35
3	KAMLA DEVI KHATOD	3858	1882501	1882600	100	K0001 97

This is for your information and doing the needful.

Thanking you,

Yours faithfully,

For MCS Share Transfer Agent Limited

Authorised signatory

Kind Attention: Mr.Amar Ghosh

DATE:16.07.2021

To
MCS Shares Transfer Agent Ltd
Unit: Suraj Product Ltd.
383, Lake Gardens, 1st Floor,
Kolkata - 700045.

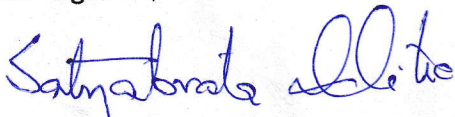
Dear Sir,

Refr: 400 Suraj Product Ltd. Foilio no. 5004105

This is to inform you that 400 Suraj Product Ltd. shares have been lost in transit.

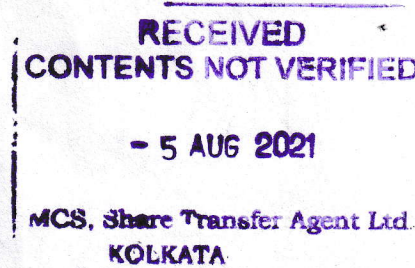
Now request you please confirm the procedure at earliest.

With regards,



(Satyabrata Mitra)
1/1 A , Dr Amol Roy Chowdhury Lane
Raja Ram Mohan Sarani, Amherst Street
Kolkata- 700009

Enclosed: Pan & Aadhar



FROM : ALKA A. NAIK

1-B, MAHIMA TOWER,
BEHIND SHARDA YATAN SCHOOL,
POPLOD, SURAT 395007
GUJARAT

DATE : 07.07.2021

TO

MCS LIMITED

UNIT SURAJ PRODUCTS LTD.,

77/2A, HAZRA ROAD,

KOKKATA 700029

SUB :: LOST OF SHARE CERTIFICATE

Dear Sir,

I write this letter to inform you that I have 1000 shares of Suraj Products Ltd. but unfortunately we have lost it while shifting our office. Detail are as follows :-

Name of Share Holder : ALKA ASHUTOSH NAIK

Folio No. : A 000935

No. of shares : 1000

So, I request you to guide us in this matter and revert back with early positive reply.

Alka A. Naik

(ALKA A. NAIK)

MY NEW ADDRESS :

ALKA A. NAIK

1-B, MAHIMA TOWER,

BEHIND SHARDA YATAN SCHOOL,

POPLOD, SURAT 395007, GUJARAT

ENCL :

AADHAR & PAN CARD COPY

RECEIVED
CONTENTS NOT VERIFIED

- 5 AUG 2021

MCS, Share Transfer Agent Ltd
KOLKATA

26.07.2021

The Secretary
MCS Share Transfer Agents Ltd.
383 Lake Gardens
1st Floor
Kolkata -700045

Subject: Folio No. K000197 Unit -Suraj Products Ltd.

Dear Sir/Madam,

This is with reference to your mail dated 21st July 2021 in which you have asked to write a formal request letter on the above subject.

Accordingly, please note that I am having 100 shares of Suraj Products Ltd. I have misplaced/lost my Share Certificate. Thus, kindly arrange to issue duplicate Share Certificate in my name and oblige.

Attached please find copy of PAN Card and copy of Aadhar Card for address proof.

Please arrange to mail formalities if any on my mail id dntotla@gmail.com . Also arrange to send formalities documents by post at my registered address to obtain the duplicate share certificate.

Regards.

Yours Sincerely

Kamla Devi Khatod

(Kamla Devi Khatod)

