

December 03, 2021

<b>The Officer-In-Charge (Listing)</b> Listing Department National Stock Exchange of India Ltd., Exchange Plaza, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051 Symbol: MINDACORP	<b>Head - Listing Operations,</b> BSE Limited, P.J. Towers, Dalal Street, Fort, Mumbai – 400 001 Scrip Code: 538962
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**Sub: Transfer of Equity Shares of the Company to the Investor Education and Protection Fund (IEPF) Account**

Dear Sir,

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the Regulations"), please find enclosed herewith the copy of the letter dispatched to the shareholders of the Company on December 03, 2021. This letter is sent to the shareholders who have not encashed their dividend for a period of consecutive seven years from the financial year 2014-15.

This attached reminder letter sent to the shareholders pursuant to Section 124(6) of the Companies Act, 2013 read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 as amended time to time, to inform them that they should encash their dividend on or before 15/03/2022, failing which the Company will transfer/credit their shares to the demat account of the IEPF Authority alongwith the un-claimed dividend amount within 30 days.

A notice to this effect is also being published in the newspaper on December 03, 2021. A copy of the same will be submitted to your kind office in due course.

This is for your information and records.

Thanking you

For Minda Corporation Limited



**Pardeep Mann**  
Company Secretary  
Membership No A13371

**MINDA CORPORATION LIMITED (GROUP CORPORATE OFFICE)**

CIN: L74899DL1985PLC020401

Office Address: Plot No. 404 & 405, 5th Floor, Sector-20, Udyog Vihar, Phase-III, Gurugram, Haryana (India) - 122016.

TEL: +91 - 124 - 4698400; FAX: +91 - 124 - 4698450

Registered Office: A-15, Ashok Vihar, Phase-I, Delhi - 110052.

Website: [www.sparkminda.com](http://www.sparkminda.com)



**MINDA CORPORATION LIMITED**  
**CIN No: L74899DL1985PLC020401**  
**Registered Office: - A-15, Ashok Vihar, Phase-I, Delhi-110052**  
**Corporate Office: -Plot No. 405 & 405, 5<sup>th</sup> Floor, Sector-20, Udyog Vihar, Phase-III, Gurgaon, Haryana -122016**  
**Phone: 0124-4698400; Fax 0124-4698450**

**Email: [investor@mindacorporation.com](mailto:investor@mindacorporation.com) ; Website: - [www.sparkminda.com](http://www.sparkminda.com)**

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Sr. No.: 1

Ref: Folio no. -

Name of Shareholder: -

Address: -

Dear Member,

Sub: **Transfer of Equity Shares held by you in the Company to the Investor Education and Protection Fund (IEPF) Account**

As per Section 124 of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting Audit, Transfer and Refund) Rules, 2016 as amended time to time and subsequent amendment thereto ("the Rules"), all unclaimed dividends are required to be transferred by the Company to IEPF established by Central Government, after the expiry of seven years from the date of transfer to unpaid dividend account. Details of such unclaimed dividends are regularly updated on the website of the Company. Further, all the shares in respect of which dividend has remained unclaimed for seven consecutive years or more shall also be transferred in the name of IEPF.

We, Minda Corporation Limited ("Company"), write this letter with respect to encashment of interim dividend declared by the Company on February 13, 2015 for the financial year ended on March 31, 2015, against the shares held in your Folio. As we have not received any documents from your end for encashing the unclaimed dividend till date, you are hereby requested to please encash your respective unclaimed dividend for all the last 7 years at the earliest on or before **15/03/2022** as per IEPF (Accounting, Audit, Transfer and Refund) Rules, 2016 notified by the Ministry of Corporate Affairs ("MCA"), failing which, the underlying shares whether held in physical/ demat mode (*as the case may be*) in respect of which dividend remain uncashed for 7 consecutive years shall be due for transfer to the DEMAT Account of the IEPF Authority within 30 days. All benefits accruing on such shares viz., dividend, bonus shares, split, consolidation, fraction shares etc., except right issue, shall also be transferred to IEPF in compliance of the Rules.

#### **PROCESS FOR CLAIMING ABOVE SAID DIVIDEND & SHARES**

In view of the above, the Company hereby request you to return the uncashed demand draft issued by the Company for the purpose of payment of Interim Dividend for the year 2014-15 along with Bank details or cancelled cheque and a request letter along with necessary details (i.e. Folio no., DP – ID & client ID no. (if any), current address and contact numbers & details of Non-receipt of the Dividend) to encash your respective dividend for the shares held in the aforesaid Folio to the Company's Registrar & Share Transfer Agent (i.e. M/s. Skyline Financial Services Private Limited) at the address mentioned below:

**Registrar & Share Transfer Agent:**

M/s Skyline Financial Services Private Limited,

(CIN: U74899DL1995PTC071324)

(Unit: Minda Corporation Limited)

D-153/A, 1st Floor, Okhla Industrial Area, Phase-1, New Delhi- 110 020, India.

Email: info@skylinerta.com Phone: +9111-26812682, 83, +9111-40450193-97

In case the shares held by you:

- **In Physical form-** New share certificate(s) will be issued and after issue of new share certificate(s), the Company shall inform the depository by way of corporate action to convert the share certificates into DEMAT form and transfer in favour of the IEPF Authority on completion of necessary formalities. Hence, the original share certificate(s) which stand registered in your name will be deemed cancelled and non-negotiable.
- **In Demat form-** the Company shall inform the depository by way of corporate action for transfer of shares lying in your demat account in favour of IEPF. On receipt of such intimation, the depository shall effect the transfer of shares in favour of DEMAT account of the Authority.

In the event of transfer of shares held by you and the unclaimed dividends to IEPF, you are entitled to claim the same from IEPF by submitting an online application in the prescribed Form IEPF-5 available on the website [www.iepf.gov.in](http://www.iepf.gov.in) and sending a physical copy of the same duly signed to the Company along with requisite documents enumerated in the form IEPF-5

You may please refer to the web link [https://sparkminda.com/wp-content/uploads/2021/11/List\\_of\\_Unpaid\\_dividend\\_2021\\_22.pdf](https://sparkminda.com/wp-content/uploads/2021/11/List_of_Unpaid_dividend_2021_22.pdf) to verify the details of uncashed dividend and shares liable to be transferred. The shareholders may further note that the details uploaded by the Company on its website should be regarded as and shall be deemed to be adequate notice in respect of issue of new certificate(s) by the Company for the purpose of transfer of shares to IEPF Authority pursuant to the Rules.

You are hereby informed that after transfer of the aforesaid dividend to the IEPF, no claims shall lie against the Company nor shall any payment be made in respect of such claims though you would have the right to claim the said amount from IEPF authority in the manner prescribed in the IEPF rules.

Further note that after transfer of the shares to the DEMAT Account of the IEPF Authority, no claim shall lie against the Company though you would have the right to claim the underlying shares along with the benefits accrued thereon from IEPF Authority in the manner prescribed in the IEPF Rules, 2016 as amended time to time.

We trust this letter finds you in the best of your health and you may wish to contact the undersigned should you require any clarification or further information.

**For Minda Corporation Limited**

**Sd/-**

**Pardeep Mann  
Company Secretary**

**New Delhi  
December 03, 2021**