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An ISO 9001, ISO 14001 & OHSAS 18001
Certified Company



24th February 2022

BSE Ltd
The Department of Corporate Services
Phiroze Jeejeebhoy Towers
Dalal Street - Mumbai 400 001

National Stock Exchange of India Ltd.
Exchange Plaza, Bandra Kurla Complex
Bandra (E), Mumbai - 400051
Fax. No: 022-26598237/38, 022-26598347/48

Security Code No.: 504614

Symbol: **SARDAEN**

Series: **EQ**

Dear Sir,

Pursuant to the Regulation 39 (3) of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015, the Company / R & T Agent has received information of loss/misplacement of Share Certificates and request for issue of Duplicate Share Certificate, as per details given hereunder:

Sr. No.	Folio No.	Name of the Shareholder	Certificate No.	Distinctive Nos.		No. of Shares
				From	To	
1.	K00116	Kirti Tuwani	11191	863269	863518	250
			3983	389551	389800	250
2.	K03390	Kirti Devi Tuwani	67241	2771951	2772000	50
			77404	3094336	3094385	50
TOTAL SHARES						600

You are requested to take the information on record.

Copies of intimation as received from the shareholder is enclosed for your reference.

Thanking you,

Yours faithfully,
For Sarda Energy & Minerals Ltd.


Authorised Signatory

Encl: As above

DU1863

220018

DVP M

From
Kirti Devi Maheswari
C/o Tuwani Industrial Enterprise
Main Road, Bongaigaon, Assam - 783380

To,
Bigshare Services Pvt Ltd.
Andheri (E), Mumbai 400059

Unit - Sarda Energy and Minerals Ltd.

Folio No.: K00116

562947



Subject : Updation of KYC and request for duplicate share certificate.

Dear Sir / Madam

In reply to the letter SDE/KYC/001360 dated 10/01/2022, I do hereby inform that I have changed the name from Kirti Tuwani to Kirti Devi Maheswari by publication in Assam Gazzete, and name in all necessary documents (PAN Card, Aadhaar Card, Bank Account , etc.) has also been changed, so you are requested to update my KYC as Kirti Devi Maheswari (i.e new name).

Further, you are being informed that I have lost my share certificates for such the Signature attestation from bank, Indemnity on Rs 500 stamp paper, self attested pan card, self attested aadhaar card, self attested passport, and cancelled cheque is attached.

I would like to request to update the KYC details along with updation of bank account and issue me the duplicate share certificate so that I can dematerlised the same, so please do the needful and oblige.

Ecnlosed

1. Form ISR 1 KYC Form
2. Nomination form SH - 13
3. Witness ID proof
4. Indemnity Bond on Rs 1000/-
- 5) correction of name Gazette notification
- 6) cancell cheque for Bank updation

- 7) Ms. VINEET SHARDA mail copy
- 8) signature verification form
- 9) Nominee Aadhar Card
- 10) CMR copy of stock Holding
- 11) Self PAN card (self attested)
- 12) Aadhar card (Self attested)

Thanking You

Kirti Devi Maheswari

(Kirti Devi Maheswari)

Dep p20

D11862

From
Kirti Devi Maheswari
C/o Tuwani Industrial Enterprise
Main Road, Bongaigaon, Assam - 783380

562932



To,
Bigshare Services Pvt Ltd.
Andheri (E), Mumbai 400059

Unit - Sarda Energy and Minerals Ltd.

Folio No.: K03390

Subject : Updation of KYC and request for duplicate share certificate.

Dear Sir / Madam

In reply to the letter SDE/KYC/001361 dated 10/01/2022, I do hereby inform that I have changed the name from Kirti Devi Tuwani to Kirti Devi Maheswari by publication in Assam Gazzete, and name in all necessary documents (PAN Card, Aadhaar Card, Bank Account , etc.) has also been changed, so you are requested to update my KYC as Kirti Devi Maheswari (i.e new name).

Further, you are being informed that I have lost my share certificates for such the Signature attestation from bank, Indemnity on Rs 500 stamp paper, self attested pan card, self attested aadhaar card, self attested passport, and cancelled cheque is attached.

I would like to request to update the KYC details along with updation of bank account and issue me the duplicate share certificate so that I can dematerlised the same, so please do the needful and oblige.

Ecnlosed

1. Form ISR 1 KYC Form
2. Nomination form SH - 13
3. Witness ID proof
4. Indemnity bond on Rs.1000/-
- 5) correction of name Gazette notification
- 6) cancelled cheque for bank updation

- 7) Mr. VINEET SHARDA mail copy
- 8) Signature verification form
- 9) Nominee Aadhar card
- 10) CMR copy of SHCIL
- 11) self attested PAN card
- 12) self attested Aadhar card

Thanking You



(Kirti Devi Maheswari)