

SEC: SB: 31729

22 January, 2020

Manager (Listing)
National Stock Exchange of India Limited
Exchange Plaza, 5th Floor, Plot No. C/1,
G- Block, Bandra - Kurla Complex,
Bandra (East),
Mumbai - 400 051
SCRIP CODE: CESC

The Secretary
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400 001
SCRIP CODE: 500084

The Secretary
The Calcutta Stock Exchange Limited
7, Lyons Range,
Kolkata - 700 001
SCRIP CODE: 10000034

Dear Sir,

We are in receipt of request from shareholder as detailed below for issue of duplicate share certificates in lieu of the originals stated to have been lost:

Folio No.	Name of the Shareholder	Certificate No.	Distinctive Nos.	
			From	To
D03603	Sm Jyotsna Rani Daw	537150-51	57193413	57193512
		773125-29	68205556	68205775

We enclose herewith a copy of the shareholder's letter as a proof of the date of receipt by the Company.

Please acknowledge receipt.

Yours faithfully,

Sayak Chatterji

Deputy Manager (Secretarial)

Encl:

CSM

Dtd. January 17, 2020

LMS
→ Ms SB

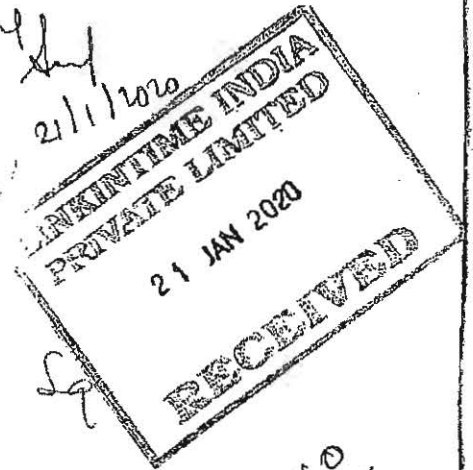
Supl. Mf
21/1/2020

To. Investor Services

Secretarial Deptt.

CESC House, Chowringhee Sq

Kolkata 700 001



206560

Subject: 1) Procedure for Duplicate Shares and 2) Updation of Address and 3) Bank details in Folio No. ED 0363 ~~or~~ ED 10736
of CESC having 320 & 120 Shares respectively

Dear Sir,

I am a shareholder of the above company. I have lost the certificates for the shares lying in this folio. Please send me the procedure (preferably by email) for issue of duplicate certificates. Also, my address has changed from 4-5, Rabindra Sarani, Kolkata 700005.

Please update your record with my new address, Bank Mandate and PAN as follows:-

Jyotsna Rani Daw
59, F- 2C, Bhupen Bose Avenue
Shyambazar
Kolkata 700004

PAN: AKVPD6270C
Bank Name: IDFC First Bank, Sector 18, NOIDA Branch
Account Number: 10046660992
IFSC code: IDFB0020151

Attached are copies of the Cancelled Cheque, PAN and Aadhar card for verification

Thanking you, Jyotsna Rani Daw

Jyotsna Rani Daw
Flat 2C, 59 Bhupen Bose Avenue
Kolkata 700004
Email: jyotsnawdaw@yahoo.com

19-20/2009

Encl: 1) Cancelled cheque Leaf copy 2) PAN Card
3) Aadhar Card copy as address proof

4) Photographs of old Div. warrant slips