

# FGP LIMITED

Regd. Off. - Commercial Union House, 9 / Wallace Street,  
Fort, Mumbai - 400 001.  
Tel : 2207 0273 / 2201 5269  
Email : fgpltd03@gmail.com ♦ Website : www.fgpltd.in  
CIN : L26100MH1962PLC012406

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BSE Limited  
Corporate Service Department,  
1<sup>st</sup> Floor, P.J. Towers,  
Dalal Street,  
Mumbai – 400001

Security Code: 500142

**Sub: Intimation on Circular sent to Shareholders**

Dear Sir,

In terms of the Regulation 30 read with Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the Second Reminder letter sent by M/s. Bigshare Services Limited, the Registrar and Share Transfer Agent of the Company to the shareholders holding shares in physical form in the Company seeking inter alia their PAN and Bank details as per SEBI Circular dated April 20, 2018 and informing them to dematerialise their physical shareholding in the Company as per SEBI Requirements.

Kindly take the same on record and acknowledge the receipt.

Thanking you,  
Yours faithfully,  
For F G P Limited



Jaya Verma  
Company Secretary  
Encl.: As stated above



## Bigshare Services Pvt. Ltd

1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol,  
Andheri (East), Mumbai 400059; Maharashtra, India.  
Tel : 022 62638200; www.bigshareonline.com

### SECOND & FINAL REMINDER IMPORTANT AND URGENT FOR IMMEDIATE ACTION

May 6, 2019

Folio No.:

Dear Shareholder(s),

**Unit: F G P LIMITED**

**Sub.: Mandatory update of PAN and Bank details- Reminder II**

We refer to our letter dated August 14, 2018 and October 22, 2018 sent to you pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/ CIR/P/2018/73 dated April 20, 2018, shareholders holding shares in physical form whose folio do not have / have incomplete details with respect to PAN and bank details are mandatorily required to furnish the PAN and bank details to the Company / Registrar & Transfer Agent (RTA) for updation/ registration under their folio.

As per the records of the Company / RTA, your folio needs to be updated with the PAN and complete bank account details.

Hence you are requested to submit the following documents along with the enclosed form dully filled in and signed within 21 days of receipt of this communication:

- Self-attested copy of PAN card of the shareholder (including joint holders)
- Original cancelled cheque leaf with the name of first /sole shareholder printed on it and in absence of personalized cheque, copy of Bank Passbook showing name & account details of the account holder duly attested by bank
- Address proof (self-attested copy of Aadhar-card/voter id/electricity bill/telephone bill)

In case if you have any queries or need any assistance in this regard, please contact us at the following address:

Bigshare Services Pvt. Ltd  
1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road,  
Marol, Andheri East, Mumbai – 400 059  
Tel. No. 91 22 62638200, email: investor@bigshareonline.com

**Important information: As per SEBI Notification dated June 8, 2018, Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 has been amended mandating transfer of shares only in DEMAT mode from April 1, 2019 onwards. Accordingly, transfer of shares in physical mode has been stopped w.e.f April 1, 2019.**

Thanking you,

Yours faithfully,  
for Bigshare Services Pvt Ltd.

Sd/-  
Authorised Signatory

**FORM FOR FURNISHING PAN AND BANK DETAILS**

Bigshare Services Pvt. Ltd  
1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis,  
Makwana Road, Marol, Andheri East, Mumbai – 400 059.

Dear Sir/Madam,

**Unit:**

I/we hereby furnish our PAN and bank mandate details for updating in your records. I/we am/are enclosing herewith:

- 1) Self-attested copy of PAN card of the shareholder (including joint holders)
- 2) Original personalized cancelled cheque leaf / First page of bank pass book
- 3) Address proof (self-attested copy of Aadhar-card/voter id/electricity bill/telephone bill)

Folio No.	
Mobile No.	
E-Mail id	

<b>Bank Account Details : (for electronic credit of dividends)</b>			
Name of the Bank			
Name of the Branch			
Account Number (as appearing in cheque book)			
Account Type (Please tick as applicable)	<b>Saving</b>	<b>Current</b>	<b>Cash Credit</b>
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of a cheque for verification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 Digit IFSC Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<b>Name</b>	<b>PAN</b>	<b>Signature</b> (as per specimen registered with the Company / RTA)
<b>First Holder :</b>			
<b>Joint Holder 1 :</b>			
<b>Joint Holder 2 :</b>			

Date:

Place:

**Note :** The above details will not be updated if the supporting documents are not attached and or not duly signed by the shareholder (including joint holders).