

BCC:ISD:108:16:96

The Vice President, B S E Ltd., Phiroze Jeejeebhoy Towers Dalal Street Mumbai - 400 001 BSE CODE- 532134 The Vice President,
National Stock Exchange of India Ltd.
Exchange Plaza,
Bandra Kurla Complex, Bandra (E)
Mumbai - 400 051
NSE CODE - BANKBARODA

Date: 2nd March 2016

Dear Sir / Madam,

Re: Bank of Baroda - Communication to Shareholders - Request for conversion of Physical Shares into Demat and Registering Email ID.

To promote the "Green Initiative in Corporate Governance" of Government of India, we are sending letters to Shareholders as under:

- 1. To those holding shares in physical form Request to convert into Demat & to register Email ID.
- 2. To those holding in Demat, but not registered Email ID Request to register the same.

We herewith attach copy of aforesaid letters. We request you to take note of the above pursuant to relevant SEBI Listing Regulations and upload the same on your website.

Yours faithfully,

Shailesh Gohel

Manager

Company Secretary Deptt.

Head Office: Mandvi, Baroda – 390 006 Corporate Office: Baroda Corporate Centre, C-26, G Block, Bandra Kurla Complex, Bandra (East), Mumbai – 400 051

Letter for Shareholders holding Shares in Physical form

Dear Shareholder,

Re: Request for converting your holdings in Demat and register e-mail ID

In order to promote the "Green Initiative in Corporate Governance", the Ministry of Corporate Affairs (MCA) vide its circular No.17/2011 dated 21 April 2011 has allowed paperless compliances by the Companies pursuant to the provisions of the Information Technology Act, 2000.

In this connection, our Bank sends Notices of the Meetings, Annual Reports and other communication to the Shareholders under the provisions of the Bank of Baroda General (Shares & Meetings) Regulations - 1998, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable enactments, in electronic form. Please note that our Bank also uploads these documents in its website: www.bankofbaroda.co.in.

In our constant endeavor to create awareness among those Shareholders who are holding shares in physical form, we have been communicating to the shareholders the benefits of dematerialization of shares and requesting them to make maximum use of the Demat Facility for better convenience of handling their investment in shares of our Bank.

Benefits of Dematerialization

- No threat of loss of share certificate
- 2. No share transfer fees or stamp duty
- 3. Easy / hassle free transfer / transmission
- 4. Nomination possible
- 5. Dividend directly credited to your Bank A/c
- 6. ASBA / IPO application possible

In view of the aforesaid, we request you to convert your holding in Demat Form. You may contact any nearby branch of Bank of Baroda authorized to do this business or alternatively you may contact any other Depository Participant in your vicinity.

As an alternate, you may also contact the following officials at our corporate office: Company Secretary, Investor Services Department, Baroda Corporate Centre, C-26, G-Block, Bandra Kurla Complex, Mumbai 400 051 Email: investorservices@bankofbaroda.com

We also request you to register your E Mail ID in your Demat Account proposed to be opened to facilitate us to send Notices of the Meetings, Annual Reports and other communications in soft copy which obviously will support the aforesaid Green Initiative of GOI.

Advantages of Registering E Mail ID -

- 1. Reduction in paper consumption
- 2. Contribution towards a greener environment
- 3. Ensure prompt receipt of communication
- Avoid loss in postal transit
- 5. Savings in paper and postage costs
- Easy to Refer and Read.

Meanwhile, pending conversion of your holding in Demat, if you desire to receive communication through e-mail, you are requested to send your consent by filling up and signing the attached form as Annexure I to our Registrar and Share Transfer Agent at their address given here under:

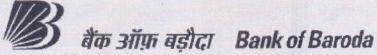
M/S Karvy Computershare Private Ltd., (Unit: Bank of Baroda), Karvy Selenium Tower B, Plot No 31 & 32, Gachibowli Financial District, Nanakramguda, Scrilligampally Mandal, Hyderabad - 500 032, Phone No. 040 – 67161500,

E-mail: einward.ris@karvy.com

We solicit your support in the matter and assure you best of services all the time.

			Yours Faithfull
			Sd/ B. B. Josh Executive Directo
			ANNEXURE
Date:			
M/S Karvy Computershare F (Unit: Bank of Baroda), Karvy Selenium Tower B, Pl Serilligampally Mandal, Hyde	ot No 31 & 32, Gachibowli Finar	ncial District, Nanakramguda,	
Dear Sir,			
Re: Request for registerin	g e-mail ID in my Folio		
I/ Wecommunication from Bank of Bank of Baroda.		shares of Bank of Baroda in physical for iven hereunder, as a part of Green Initiative	
Folio Number: BBE:	Email ID:		
documents sent to us by Bar	nk of Baroda. I/ We further unde e Pvt. Ltd. or its employees, res	gh my/ our email ID will be treated as proper ritake that we would not hold Bank of Baroda sponsible in case the communication is not p	a, any of its employees, Registrars

Signature of First Holder



Head Office: Mandvi, Baroda – 390 006 Corporate Office: Baroda Corporate Centre, C-26, G Block, Bandra Kurla Complex, Bandra (East), Mumbai – 400 051

For Shareholders holding Shares in Demat form but have not registered E-mail IDs:

Dear Shareholder.

Re: Request for registering e-mail ID in your Demat Account

In order to promote the "Green Initiative in Corporate Governance", the Ministry of Corporate Affairs (MCA) vide its circular No.17/2011 dated 21 April 2011 has allowed paperless compliances by the Companies pursuant to the provisions of the Information Technology Act, 2000.

In this connection, our Bank sends Notices of the Meetings, Annual Reports and other communication to the shareholders under the provisions of the Bank of Baroda General (Shares & Meetings) Regulations - 1998, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable enactments, in electronic form. Please note that our Bank also uploads these documents in its website: www.bankof baroda.co.in.

It is observed from the data of Beneficiary Owners (BO) with the Depositories that you are holding shares in demat form but have not registered your E-mail ID with your Depository Participant. We request you to please register your e-mail ID with your Depository Participant, to facilitate us to send Notices of the Meetings, Annual Reports and other communications in soft copy to support the aforesaid Green Initiative of GOI.

Advantages of Registering E Mail ID-

- 1. Reduction in paper consumption
- 2. Contribution towards a greener environment
- 3. Ensure prompt receipt of communication
- 4. Avoid loss in postal transit
- 5. Savings in paper and postage costs
- 6. Easy to Refer and Read.

We solicit your support in the matter and assure you best of services all the time.

Yours Faithfully,

Sd/
B. B. Joshi
Executive Director