

26th September, 2018

The National Stock Exchange of India Limited Exchange Plaza, 5 th Floor Plot No..C/1, G Block Bandra Kurla Complex Bandra(E) Mumbai – 400 051. Code: EIHOTEL	BSE Limited Corporate Relationship Dept. 1 st Floor, New Trading Ring Rotunda Building Phiroze Jeejeebhoy Towers Dalal Street, Fort Mumbai-400001 Code:500840	The Calcutta Stock Exchange Limited 7, Lyons Range Kolkata-700001 Code:05
---	---	--

SUB: INTIMATION REGARDING DISPATCH OF NOTICE TO SHAREHOLDERS REGARDING FURNISHING THE PAN AND BANK DETAILS AND DEMATERIALIZATION OF SHARES

Dear Sir / Madam,

Intimation is given pursuant to Regulation 30 of SEBI (Listing Obligation and Disclosure Requirement) Regulation, 2015 (Listing Regulations), regarding dispatch of notice to shareholders regarding furnishing the Pan and Bank details and dematerialization of shares

Copy of the Notice send to Shareholders is enclosed. Kindly take the above in your records and host in your website.

Thanking you,

Yours faithfully

For **EIH Limited**



Tejasvi Dixit
Asst. Company Secretary

EIH Limited

A MEMBER OF THE OBEROI GROUP

INVESTORS SERVICES DIVISION - 7, SHAM NATH MARG, DELHI-110054, INDIA / TELEPHONE: +91-11-2389 0505
REGISTERED OFFICE: 4, MANGOE LANE, KOLKATA-700 001, INDIA / TELEPHONE: 91-33-2248 6751 / FACSIMILE: 91-33-2248 6785
E-MAIL: ISDHO@OBEROIGROUP.COM
CIN: L55101WB1949PLC017981

REGISTERED POST

REMINDER - III

Date: 26-09-2018

S.No.

Folio no.

No of Shares:

Sub: Compulsory Dematerialization of Shares and updation of PAN and Bank Account details

Dear Shareholder(s),

1. Dematerialization of Physical Shares

Securities Exchange Board of India (SEBI) vide its circular No. SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018 has amended Regulation 40 of the SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015 ("Listing Regulations") and made it mandatory to lodge the transfer of shares in dematerialized form only with effect from 5th December, 2018. SEBI has also directed listed Companies / Registrar & Share Transfer Agents (RTA's) not to effect transfer of shares on or after 5th December, 2018.

As per records of the Company, you are holding shares in the physical mode in the aforesaid folio. We request you to kindly dematerialize your physical shares by opening a DP account with a Depository Participant (if you are not having a DP account). Benefits of Dematerialization is given in the enclosed Annexure - I.

2. Pan and Bank Account details*

SEBI has also mandated the Registrar and Transfer Agents (RTAs) and the Company to update the Permanent Account Number (PAN) and Bank Account details of the Shareholder(s).

The Register of Members relating to your folio as above does not have the PAN and Bank Accounts details as per the SEBI Mandate.

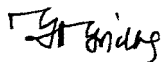
We request you to kindly provide the details in Annexure - II and return to us within 21 days of the receipt of this letter.

For any query, please contact Investor Service Department (ISD) of the Company viz. Mr. Tejasvi Dixit, Asst. Company Secretary (Phone no.011-23906308) or Mr. Ajit Kumar Jha (Phone No.011-23906346) or write to isdho@oberoigroup.com or invcom@oberoigroup.com.

Thank you,

Yours faithfully,

For **EIH Limited**



S. N. Sridhar

Sr. Vice President & Company Secretary

* if you have already provided the details to the Company, please ignore this communication.

Those shareholders who are holding shares in physical mode are requested to dematerialize their Shareholding with a Depository Participant (DP).

Benefits and procedure for Dematerialization of shares are as follows:

Benefits:

- It is safe and convenient way to hold the shares;
- Eliminates loss of Share Certificate in physical holding and consequent lengthy procedure for getting duplicate shares issued;
- Elimination of risks associated with physical certificates such as bad delivery, fake securities, delays, thefts etc.;
- No odd lot problem, even one share can be sold;
- Change of address, Bank Mandate etc. recorded with DP gets registered with all Companies in which the investor holds securities eliminating the need to correspond with each of the Companies separately;
- Transmission of securities is done by DP eliminating correspondence with Companies;
- Automatic credit into the demat account of shares, arising out of bonus/split/consolidation/merger etc.
- Easy and quick credit of dividend in the Bank Account, eliminating loss of physical Dividend Warrants and consequent correspondence with the Companies;
- Online viewing of the holding and transaction of Sale and Purchase of shares can be effected.

Procedure for Dematerialization of Shares:

- Open an Account with a Depository Participant (DP). DP could be a bank or Private players like Sharekhan, Religare etc.;
- File the Dematerialization Request Form (DRF) given by the DP (on opening of the Account) and submit to the DP along with the physical Share Certificates;
- DP will ensure that the particulars filled in DRF are correct and send it to the Company for Dematerialization of shares;
- On receipt of all the papers, Company effects dematerialization of shares and give credit of the shares to the Demat Account opened by the Shareholder;
- Thereafter, the Shareholders can enjoy the benefits enumerated above by just click of a button /mouse from his /her Computer /Laptop;
- In case you have already dematerialized the Shares please ignore this correspondence, but please update your e-mail id and other details with your DP.

To
 EIH Ltd
 Investors Services Division
 7, Sham Nath Marg
 Delhi – 110 054

Updation of Shareholder Information

I/We request you to record the following information against my/our Folio No:

Permanent Account Number:

Folio No.	
Name of the first named Shareholder	
PAN (attach self-attested copy)	
CIN/Registration No (Applicable to Corporate Shareholder)	
Mobile Number	
Email id	

Bank Details:

Name of the Bank & Branch	
IFSC (11 digit)	
MICR (9 digit)	
Bank A/c Type	

Note: Kindly attach a cancelled bank cheque (in original) (Photocopy not allowed) with the name of the 1st Shareholder printed on it or a copy of the bank account statement/ passbook attested by the Bank Manager of the aforesaid account.

Place

Signature of the Shareholder(s)

Date

*In case of joint holdings please attach self- attested copies of PAN of all joint holders.