

ALPS INDUSTRIES LTD.
57/2, Site-IV Industrial Area, Sahibabad,
Ghaziabad, Uttar Pradesh, 201010
CIN:L51109UP1972PLC003544
Ph : 0120-4161700 (60 Lines) Fax : 0120-2896041
Email: ajaygupta@alpsindustries.com

RD778918015IN / 1 03, October, 2018
REF NO: 1
BHAGWAT SINGH
NAI ABADI, SHANTI COLONY, NR. GIRLS
COLLEGE, KANKROLI, DIST RAJASMAND

UNIT : ALPS INDUSTRIES LIMITED

| Folio No. / DP ID /Client ID : 21075 No Of
Shares : 135

Subject: 1. Updation of PAN Card and Bank Details
2. Intimation for dematerialization of Shares

Dear Member,

As per our records, you are the equity shareholder of the company. We would like to draw your kind attention to the following urgent matters arising out of SEBI Circulars which require your immediate attention / action:-

UPDATION OF PAN & BANK DETAILS

As per SEBI circular No.SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018,the Company is required to update the PAN & Bank Details of the shareholders in its record. This will facilitate to implement the smooth communications. You are therefore, requested to submit the following documents immediately upon receipt of this letter to enable us update the records:

1. Enclosed format duly filled in and signed by all the Share holders
2. Self-attested copy of Pan Card of all the Share holders
3. Cancelled Cheque with name (if name is not printed, bank attested copy of the first page of pass book showing name of account holder) of the first holder
4. Address proof (self-attested copy of Aadhaar-card / Electricity bill / Telephone bill / Passport) of the first holder

(Note: in case you have already provided information please ignore above point.)

DEMATERIALISATION OF SHARES

SEBI vide its circular No. SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018 has mandated that w.e.f. December 5, 2018 no physical shares are allowed to be transferred (except in case of transmission or transposition of Shares) unless the securities are held in the dematerialized form. In light of same, the shareholders are requested to kindly convert their physical shares in Demat form to avoid hassle in transfer of their shares.

You are requested to send the above details within 21 days from the date of this letter to the office of the Registrar & Transfer Agent of the company as mentioned below.

Registrar & Transfer Agent
M/s Alankit Assignments Limited
Alankit Heights, 3E/7, Jhandewalan Extension
New Delhi - 110055
Email : rta@alankit.com;
Telephones: +91 - 11 - 23541234, 42541234

Thanking you,

Yours faithfully,
For Alps Industries Limited
Sd/-
Ajay Gupta
company Secretary &
General Manager(Legal)

This being a computer generated letter, does not require any signature

Encl.: As above.

Annexure-A

To
ALANKIT ASSIGNMENTS LIMITED
Alankit Heights, 3E/7, Jhandewalan Extension
New Delhi- 110055 India

Unit : ALPS INDUSTRIES LIMITED

Dear Sir,

Updation of Shareholders Information as mandated by SEBI

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

General Information:			

Folio No.:		21075	

First Holder Name :		BHAGWAT SINGH	

Second Holder Name :			

Third Holder Name :			

PAN:		Ist Holder Pan No	IInd Holder Pan
No IIIrd Holder Pan No			
Enclose self attested copy			
all holders/ joint holders			

E-mail id of First Holder			

Mobile No. of First Holder			

Bank details of First Holder	

Bank name:	

Bank Branch Address:	

Account Number (as	
appearing in cheque): #	

Bank A/c Type (Savings	
/Current/NRE/NRO):	

IFSC (11 digit) :	

MICR (9 digit) (as	
appearing in cheque) :	

#A blank cancelled cheque with name of the first holder is enclosed to enable verification of bank details.

(Note: all enclosures are mandatory)

I/We hereby declare that the particulars given above are correct and complete

Signatures:

 First holder
 Third Holder

 Second Holder

Date:
 Place:

ALPS INDUSTRIES LTD.
57/2, Site-IV Industrial Area, Sahibabad,
Ghaziabad, Uttar Pradesh, 201010
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Email: ajaygupta@alpsindustries.com

RD778918024IN / 2

03, October, 2018

REF NO: 2
GOPALA KRISHNAN NAIR
NADUVILEAPARAMPIL HOUSE, MALAKUNNAM
P.O., CHANGANACHERRY, DISTT.KOTTAYAM,
KERALA

UNIT : ALPS INDUSTRIES LIMITED

| Folio No. / DP ID /Client ID : 20761 No Of
Shares : 135

Subject: 1. Updation of PAN Card and Bank Details
2. Intimation for dematerialization of Shares

Dear Member,

As per our records, you are the equity shareholder of the company. We would like to draw your kind attention to the following urgent matters arising out of SEBI Circulars which require your immediate attention / action:-

UPDATION OF PAN & BANK DETAILS

As per SEBI circular No.SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018,the Company is required to update the PAN & Bank Details of the shareholders in its record. This will facilitate to implement the smooth communications. You are therefore, requested to submit the following documents immediately upon receipt of this letter to enable us update the records:

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4. Address proof (self-attested copy of Aadhaar-card / Electricity bill / Telephone bill / Passport) of the first holder

(Note: in case you have already provided information please ignore above point.)

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Alankit Heights, 3E/7, Jhandewalan Extension
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Email : rta@alankit.com;
Telephones: +91 - 11 - 23541234, 42541234

Thanking you,

Yours faithfully,
For Alps Industries Limited
Sd/-

Ajay Gupta
company Secretary &
General Manager (Legal)

This being a computer generated letter, does not require any signature

Encl.: As above.

To
ALANKIT ASSIGNMENTS LIMITED
Alankit Heights, 3E/7, Jhandewalan Extension
New Delhi- 110055 India

Unit : ALPS INDUSTRIES LIMITED

Dear Sir,

Updation of Shareholders Information as mandated by SEBI

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

General Information:			

Folio No.:		20761	

First Holder Name :		GOPALA KRISHNAN NAIR	

Second Holder Name :			

Third Holder Name :			

PAN:		Ist Holder Pan No	IInd Holder Pan
No IIIrd Holder Pan No			
Enclose self attested copy			
all holders/ joint holders			

E-mail id of First Holder			

Mobile No. of First Holder			

Bank details of First Holder			

Bank name:	
Bank Branch Address:	
Account Number (as appearing in cheque): #	
Bank A/c Type (Savings /Current/NRE/NRO):	
IFSC (11 digit) :	
MICR (9 digit) (as appearing in cheque) :	

#A blank cancelled cheque with name of the first holder is enclosed to enable verification of bank details.

(Note: all enclosures are mandatory)

I/We hereby declare that the particulars given above are correct and complete

Signatures:

 First holder
 Third Holder

 Second Holder

Date:
 Place:

