

1ST REMINDER

REF : KKPL/SHAREHOLDERS CORRESPONDENCE/2018-19

Date: 12th August, 2018

Dear Shareholder

Re : Folio Nos. /DP ID-CLIENT ID:
Sub : Updation of Shareholders' details in the records of the Company

We observe from our records that you are holding shares in our Company. In this connection, we draw your kind attention to our earlier letter dated 13th July, 2018 sent by registered post, to which there was no response. However, we are once again reminding you to get your response on the following:

Updation of Bank Mandate, PAN and contact details

As per the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018 it has become mandatory for all listed Companies to make payment of dividend, if declared, to the investors through electronic mode and to maintain updated Bank details of the investors. In order to facilitate speedy disbursement of dividend to your bank account and speedy communication, we request you to kindly fill up the form sent to you with your personal bank account details along with an Original cancelled Cheque leaf bearing name of Account Holder/Photocopy of Bank pass book statement duly self attested showing name of account holder and a copy of PAN (self-attested) in order to provide/update your personal bank account details etc. Kindly also sign the form as a token of your consent to receive all future communications in electronic mode at details provided by you and thereafter arrange to dispatch the same directly to our RTA, viz.:

CB MANAGEMENT SERVICES (P) LTD.
[UNIT : KKALPANA PLASTICK LIMITED]
P-22, BONDEL ROAD, KOLKATA 700019

Transfer of Shares in Physical mode to be discontinued

SEBI vide Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018 and BSE vide Circular no. LIST/COMP/15/2018-19 dated 5th July, 2018 has mandated that, w.e.f. 5th December, 2018, except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in dematerialized form with a depository. You are, therefore, requested to convert your shares from physical to demat mode, at the earliest, in order to comply with the legal provisions for transfer of shares, prescribed by the Securities and Exchange Board of India. In case you do not have any demat account, you may contact your nearest Depository Participant (DP), who will guide you in opening the same.

Those who are holding shares in dematerialised form are requested to submit the details only to their respective Depository Participants (DP), where they are maintaining their Demat account at the earliest.

You are requested to revert back soonest possible with the required details but not later than twenty-one days from the date of this letter.

Your kind co-operation in this matter is solicited.

Thanking you,

Yours faithfully,

For Kkalpana Plastick Limited

Sd/-

Shabina Saheen

Company Secretary

Encl . as stated

BANK MANDATE/PAN AND EMAIL ID REGISTRATION FORM

To,

KKalpana Plastick Limited

Dear Sirs,

I/We give my/our consent to update the following details in the records of KKalpana Plastick Limited and to henceforth arrange all payments and other communications by electronic means in compliance with Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015:

Shareholder Details		Bank Account Details of First Holder	
Folio No.		Bank Name	
Name of Shareholder(s)		Branch Address	
First Holder			
Second Holder			
Third Holder		Account No.	
PAN (First Holder)		Account Type	Savings/Current*
Email ID (First Holder)		IFSC	
Mobile No. (First Holder)		MICR Code	

*Strike out whichever is not applicable

Date:

Signature(s)

First holder :

Second holder :

Third holder :

- Encl: 1. Photocopy of PAN card duly self attested**
2. Original cancelled Cheque leaf (bearing the name of the security holder) or self attested photocopy of Bank pass book-statement, duly attested by Bank also.