GPT group

GPT Infraprojects Limited

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GPTINFRA/CS/SE/2018-19

Date: 21st December, 2018

The Department of Corporate Services,
BSE Limited,
Phiroze Jeejeebhoy Towers,
Dalal Street
Mumbai - 400001

National Stock Exchange of India Ltd.,
Exchange Plaza,
Plot no. C/1, G Block,
Bandra-Kurla Complex
Bandra (E),
Mumbai - 400 051

Dear Sir/Madam,

Ref: Final reminder to shareholders holding shares in physical form for updating PAN and Bank details and converting their holding into DEMAT.

Pursuant to SEBI Circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, in which SEBI has directed all the listed companies to record the PAN and Bank Details of all the shareholders holding shares in physical mode. Further, vide SEBI Circular No.- SEBI/LAD-NRO/GN/2018/24 dated 8th June,2018, wherein Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 has been amended to mandate the transfer of securities of a Listed Company to be carried out in dematerialized form only from 5th December, 2018 which is now extended to 31st March,2019.

As directed by the stock exchanges vide their circulars, we are enclosing the final reminder dated 18th December,2018 sent to all shareholders holding shares in physical form informing them to update their PAN and Bank details and to convert their shareholding in dematerialized form.

This is for your information & records.

Thanking you.

Yours truly,

For GPT Infraprojects Limited,

A.B. Chakrabartty

A.B. Chakrabartty
Company Secretary
M.No FCS-7184

GPT Infraprojects Ltd. Kolkata

Link Intime India Pvt. Ltd
CIN: U67190MH1999PTC118368
C -101, 247 Park, L.B.S.Marg,Vikhroli (West), Mumbai - 400083

Subject: -**Second reminder for Updating the KYC details and intimation to dematerialise physical securities.**

Dear Sir/Madam,

We refer to the SEBI Circulars No SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April 2018 by which it has directed all the listed companies to record the **PAN** of all the shareholders and **Bank Account** details of registered shareholder. We request you to submit the relevant documents by ticking in the appropriate checkboxes on the basis of "Required" remarks as mentioned in the table overleaf **within 21 days from the date of this letter**

Kindly refertothe list of supporting documents to be submitted for updating your KYC details as per the table printed below.

Sr.No	REQUEST TO BE UPDATED	SUPPORTING DOCUMENTS
A	**PAN**	• Self- attested legible copy of PAN card (exempted for Sikkim Shareholders)
B	**BANK ACCOUNT DETAILS**	• Self- attested legible copy of address proof. Any 1 from, **a**. Utility bill (not older than 3 months) **b**. Aadhaar Card **c**. Passport. • Original cancelled cheque leaf of registered shareholder • Legiblecopyof Bank Statement/Passbook with details of registered shareholder viz.name, address, account number etc. duly attested by BankManager or equivalent(**If shareholders'name is not printed on chq leaf)**
C	**SPECIMEN SIGNATURE**	• Affidavit for change of signature shares/bonds, duly notarised on non-judicial stamp paper of Rs. 100/- ***** • Format for signature verification ***** • Original cancelled cheque leaf • Legiblecopyof Bank Statement/Passbook with details of shareholder viz.name, address, account number etc. duly attested by Bank Manager or equivalent(**If shareholders' name is not printed on chq leaf)**
D	**EMAIL ID**	• To be mentioned in KYC form
E	**MOBILE NO.**	• To be mentioned in KYC form
F	**NOMINATION**	• Nomination Registration form *****

Note: - 1. * The relevant formats are available on our website www.linkintime.co.in→ Resources→ Downloads→ General→ Formats for KYC.
2. Single copy of document is sufficient for updating multiple requests.

Further we would like to draw your attention to our previous intimations/reminders about SEBI Circular No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018, BSE Circular No. LIST/COMP/15/2018-19 dated 5th July, 2018 and NSE Circular No. NSE/CML/2018/26 dated 9th July, 2018 advising shareholders to **dematerialise their physical securities** since requests for effecting transfer of physical securities (except in case of transmission or transposition of securities) shall not be permitted from 5th December, 2018**. SEBI vide its notification dated 30th November, 2018 has now extended this date to 31st March, 2019.**

Kindly note that, as per SEBI directive, enhanced due diligence procedure will be applicable if KYC requirements are notfulfilled.

Yours faithfully,
For Link Intime India Pvt Ltd
Sd/-
Authorised Signatory

To
Linkintime India Private Limited
C 101, 247 Park, L.B.S.Marg, Vikhroli (West), Mumbai - 400083.

Date: ___//___//_____

Dear Sir Madam,

Based on the data as mentioned in the table overleaf, we are forwarding herewith the required supporting documents by ticking in the appropriate checkbox below for all the fields where the status is shown as 'Required' in the table.

A For registering PAN of registered shareholder and joint shareholders
○ Registered shareholder ○ Joint holder 1 ○ Joint holder 2 ○ Joint holder 3

B For registering Bank details of registered shareholder only
○ Aadhaar/Passport/utility bill ○ Original cancelled cheque leaf ○ Bank Passbook/Bank Statement

C For registering the Specimen Signature of registered shareholder and joint shareholders
○ Affidavit ○ Format for signature verification ○ Original cancelled cheque leaf ○ Bank Passbook/Bank Statement

D For Updating the email id of registered shareholder only: _____

E For updating Mobile No. of registered shareholder only:

F For registering the nominee details by the registered shareholder only: Nomination ○gistration form

Note: -1. Shareholders from Sikkim can provide self-attested copy of Aadhaar Card/Voters Card/Driving License/Passport or any other identity proof as issued by Govt.2. Single copy of document is sufficient for updating multiple requests. I /We hereby state that the above mentioned details are true and correct and we consent towards updating the particulars based on the self-attested copies of the documents enclosed by affixing my/our signature(s) to it . Sign:

_____	Sign: _____	Sign: _____	Sign: _____
Registered holder	Joint holder 1	Joint holder 2	Joint holder 3

"This is a follow-up/reminder to our earlier letter. Please provide documents (marked "required" in the table given overleaf) which you may have omitted to send earlier. If you have not responded so far, do so now. Please ignore this letter if you have already complied".