GREAVES
SINCE 1859

Ref. MC/hrh
December 6, 2016

The Secretary
National Stock Exchange of India Limited
Exchange Plaza
Bandra Kurla Complex
Bandra (East)
Mumbai 400 050

Symbol : GREAVESCOT

Sub: Notice for attention of shareholders of the Company in respect of transfer of shares to IEPF

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, we herewith enclose the following:

1. Individual Notice issued to the concerned shareholders of the Company for transfer of their shares to the Investor Education and Protection Fund (IEPF)

2. Notice to shareholders published on 6th December, 2016 in Business Standard and Nav Shakti for transfer of their shares to IEPF

The above notices have been issued / published in accordance with the requirements of Section 124 (6) of the Companies Act, 2013 read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016.

Thanking you,

For Greaves Cotton Limited

Monica Chopra
Executive Director – Legal &
Company Secretary

Encl. : a/a

Greaves Cotton Limited
CIN : L99999MH1922PLC000987
Registered Office: 3rd Floor, Motilal Oswal Tower, Junction of Gokhale & Sayani Road
Prabhadevi, Mumbai - 400025
Telephone: + 91 - 22 - 33551700 • Fax: +91 - 22- 33812799
Email: investorservices@greavescotton.com • Website: www.greavescotton.com

GREAVES
SINCE 1859

30.11.2016

PIN :

REF : FOLIO/DPID/CLIENT ID :

Dear Shareholder(s),

Sub.:Mandatory transfer of your Greaves Cotton Limited Shares to IEPF

As per Section 124(6) of the Companies Act, 2013, read with IEPF Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more shall be transferred in the name of Investor Education and Protection Fund (IEPF). **As per our records, the dividend declared by the Company for last seven years in respect of the shares held by you, is unpaid/unclaimed. Accordingly, the shares held by you are liable to be transferred to IEPF**.

ACTION REQUIRED FROM YOU

You are requested to forth with claim your unpaid dividends and avoid the transfer of your shares to IEPF by sending following documents to us or to Karvy Computershare Pvt. Ltd., RTA of the Company at the address mentioned below, on or before 20th December, 2016.

- Undertaking duly filled and signed (printed overleaf)
- Self-attested copy of Pan Card and Address Proof
- Copy of a cancelled cheque

In case the dividends are not claimed **by 20th December, 2016**, the shares shall be transferred to IEPF without any further notice. **Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and shares transferred to IEPF pursuant to the said Rules.**

In case if you have any queries or need any assistance in this regard, please contact;

Greaves Cotton Limited Investor Service Department 3rd Floor, Motilal Oswal Tower Junction of Gokhale & Sayani Road, Prabhadevi Mumbai - 400 025 Tel : 022-33551700 Email: investorservices@greavescotton.com	Karvy Computershare Private Limited Unit : Greaves Cotton Limited Karvy Selenium Tower B, Plot 31-32 Gachibowli, Financial District, Nanakramguda Hyderabad - 500 032 Toll Free No.: 1800-345-4001 Email : einward.ris@karvy.com

Thanking you,

Yours faithfully,
For Greaves Cotton Limited

Mhopra

Monica Chopra
Executive Director - Legal & Company Secretary

LETTER OF UNDERTAKING

To
Greaves Cotton Limited
Mumbai

FOLIO/DPID/CLIENT ID :

I/We here by confirm that I/we have not encashed, negotiated or otherwise dealt in some of the dividend paid by the Company in last seven years, so as to create any adverse claim upon the amount of the dividend warrant(s).

In consideration of your issuing to me/us all Demand Draft(s)/PayOrder(s) in lieu of the Dividend Warrant(s) lying unclaimed / unpaid in my/our name(s) and which are irretrievable / lost or misplaced or crediting the amounts directly to my bank account as mentioned below, I/we here by agree and undertake to hold you harmless and to keep you protected from / against all losses, costs or damages which you may sustain or incur by reason of your issuing Demand Draft(s)/ PayOrder(s) / crediting the amounts to my bank account or by the original Dividend Warrant(s) being, at any time, found and presented for payment by any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in any way interested therein.

I/We further agree and undertake to return to you the original Dividend Warrants, should it be found by me/ us or again come into my / our possession at any time hereafter.

	Name	Signature
First Holder:		
Joint Holder 1:		
Joint Holder 2:		
Address of First Holder:		
Bank Account Details: (for electronic credit of unpaid dividends and all future dividends)		
Name of the Bank		
Name of the Branch		
Account Number (as appearing in your cheque book)		
Account Type (Savings / Current / Cash Credit)	**10-Savings**	**11-Current** / **13-Cash Credit**
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank) Please enclose a photocopy of the cheque for verification		
11 Digit IFSC Code		
Witness1:	**Witness2:**	
Name :	Name :	
Address :	Address :	
Signature :	Signature :	

Dated :

Note: For the undertaking to be considered complete, please ensure the name, address and bank details of first holder and joint holder(s), as applicable, are filled correctly and it is duly signed by all the holders and two witnesses.

Business Standard MUMBAI | TUESDAY, 6 DECEMBER 2016

GREAVES COTTON LIMITED

Corporate Identification Number: L99999MH1922PLC000987
Registered Office: 3rd Floor, Motilal Oswal Tower
Junction of Gokhale & Sayani Road, Prabhadevi, Mumbai - 400 025
Telephone: 91 - 22 - 33551700 Fax: 91 - 22 - 33812799
Email: investorservices@greavescotton.com | **Website:** www.greavescotton.com

GREAVES SINCE 1859

NOTICE TO SHAREHOLDERS

For transfer of shares to the Investor Education and Protection Fund (IEPF) Account
[As per Section 124(6) of the Companies Act, 2013]

In terms of the requirements of Section 124(6) of the Companies Act, 2013 read with the Investor Education and Protection Fund (IEPF) Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("the Rules"), the Company is required to transfer the shares in respect of which the dividend has remained unpaid or unclaimed for a period of seven consecutive years to the IEPF Account established by the Central Government.

A list of such shareholders, who have not encashed their dividends for seven consecutive years and whose shares are therefore liable to be transferred to the IEPF Account, is displayed on Company's website www.greavescotton.com

The Company has sent individual communication to the concerned shareholders whose shares are liable to be transferred to IEPF Account as per the said Rules informing them about the necessary action to be taken and documents to be submitted to claim their unpaid dividends failing which their shares would be transferred to the IEPF Account. The shareholders are requested to forward the requisite documents as mentioned in the said communication to the Company's Registrar and Share Transfer Agent. Notice is hereby given that in the absence of receipt of valid claim by the shareholder, the Company would be transferring the said shares to IEPF Account without further notice, in accordance with the requirements of said Rules.

Please note that no claim shall lie against the Company in respect of the unclaimed dividend amount and the shares transferred to IEPF Account pursuant to the said Rules. Please also note that, upon such transfer, shareholders can claim the transferred shares alongwith the dividend from the IEPF Account, for which details are available at www.iepf.gov.in

For any information/clarifications on this matter, concerned shareholders may write to the Company at investorservices@greavescotton.com or contact the Company's Registrar and Share Transfer Agent at Karvy Computershare Private Limited, Karvy Selenium Tower B, Plot No.31 & 32, Financial District, Nanakramguda, Gachibowli, Hyderabad - 500 032. Toll free no.: 1800 - 345 - 4001; Email: inward.ris@karvy.com

For Greaves Cotton Limited
sd/-
Monica Chopra
Executive Director - Legal &
Company Secretary

Mumbai
5th December, 2016

नवशक्ति
मुंबई, मंगळवार, ६ डिसेंबर २०१६
९

ग्रीव्हज कॉटन लिमिटेड

कॉर्पोरेट आयडेन्टीफिकेशन नंबर : एल९९९९९एमएच१९२२पीएलसी०००९८७
नोंदणीकृत कार्यालय: ३रा मजला, मोतीलाल ओसवाल टॉवर, गोखले आणि सयानी रोडचे जंक्शन, प्रभादेवी मुंबई ४०० ०२५, भारत **दूरध्वनी:** ९१ २२ ३३५५१७०० **फॅक्स:** ९१ २२ ३३८१२७९९
इमेल: investorservices@greavescotton.com | **वेबसाइट:** www.greavescotton.com

GREAVES SINCE 1859

भागधारकांना सूचना

इन्व्हेस्टंर एज्युकेशन अँड़ प्रोटेक्शन फंड (आयइपीएफ) खात्यात हस्तांतरणासाठी
[कंपन्या अधिनियम,२०१३ च्या कलम १२४(६) नुसार]

इन्व्हेस्टर एज्युकेशन अँड प्रोटेक्शन (आयपीइएफ) ॲथॉरिटी (अकाउंटिंग, ऑडीट, ट्रान्सफर अँड रिफंड) नियम, २०१६ ("नियम") सह वाचावयाच्या कंपनी अधिनियम, २०१३ च्या कलम १२४(६) च्या आवश्यकतांनुसार, कंपन्यांना ज्या भागांच्या बाबतीत लागोपाठच्या सात वर्षांच्या कालावधीचा लाभांश अप्रदानित किंवा दावा न करता राहिलेला आहे ते केंद्र सरकारने स्थापन केलेल्या आयइपीएफ खात्यात हस्तांतरित करणे आवश्यक आहे.

ज्या भागधारकांनी लागोपाठच्या सात वर्षांचा लाभांश रोख घेतलेला नाही आणि ज्यांचे भाग आयइपीएफ खात्यात हस्तांतरित होण्यासाठी पात्र आहेत अशा भागधारकांची सूची, कंपनीच्या वेबसाइट www.greavescotton.com वर प्रदर्शित करण्यात आली आहे.

ज्या भागधारकांचे भाग सदरहू नियमानुसार आयइपीएफ खात्यात हस्तांतरणासाठी पात्र आहेत अशा संबंधित भागधारकांना आवश्यक ती कारवाई करण्याची आणि त्यांच्या अप्रदानित लाभांशावर दावा करण्यासाठी सादर करायच्या दस्तऐवजांची आणि तसे न केल्यास त्यांचे भाग आयइपीएफ खात्यात हस्तांतरित होतील अशी माहिती देऊन स्वतंत्रपणे पत्रे पाठवून कळविले आहे. भागधारकांना विनंती आहे की त्यांनी उपरोक्त पत्रात नमूद केलेले आवश्यक ते दस्तऐवज कंपनीच्या रजिस्ट्रार आणि ट्रान्सफर एजन्टकडे पाठवावेत. याद्वारे सूचना देण्यात येते की भागधारकांकडून वैध दाव्याच्या प्राप्तीच्या गैरहजेरीत, कंपनी कोणत्याही पुढील सूचनेविना, सदरहू नियमांच्या आवश्यकतांनुसार सदर भाग आयइपीएफ खात्यात हस्तांतरित करेल.

कृपया नोंद घ्यावी की दावा न केलेल्या लाभांशाच्या रकमेच्या आणि सदरहू नियमांच्या अनुषंगाने आयइपीफ खात्यात हस्तांतरित केलेल्या भागांच्या संबंधात कंपनीच्या समक्ष कोणताही दावा राहणार नाही. कृपया याचीही नोंद घ्यावी की, अशा हस्तांतरणानंतर, भागधारक हस्तांतरित भागांवर त्यावरील लाभांशासह आयइपीएफ खात्यातून दावा करू शकतात, ज्यासाठी तपशील www.iepf.gov.in वर उपलब्ध आहे.

या विषयावरील कोणत्याही माहितीसाठी/स्पष्टीकरणासाठी, संबंधित भागधारक कंपनीला investorservices@grevescotton.com वर लिहू शकतील किंवा कंपनीचे रजिस्ट्रार अँड ट्रान्सफर एजन्ट कार्वी कॉम्प्युशेअर प्रायव्हेट लिमिटेड यांच्याशी, कार्वी सेलेनियम टॉवर बी, ३१-३२, गाचीबोवली, फायनान्शियल डिस्ट्रीक्ट, नानाक्रामगुडा, हैद्राबाद - ५०० ०३२. टोल फ्री क्रमांक: १८००-३४५-४००१ इमेल: inward.ris@karvy.com येथे संपर्क साधू शकतील.

ग्रीव्हज कॉटन लिमिटेड साठी
सही/-
मोनिका चोप्रा
कार्यकारी संचालक – कायदेविषयक
आणि कंपनी सचिव

मुंबई
५ डिसेंबर, २०१६