MUNJAL AUTO
INDUSTRIES LIMITED
Waghodia Plant

MAIL/CS/ 2015-16/IEPF4 January 20, 2023

To, The Secretary, **BSE Ltd.** 25th Floor, Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai – 400 001 **Scrip Code -** 520059	To, Asst. Vice President, **National Stock Exchange of India Ltd.**, Exchange Plaza, Plot C/1, G Block Bandra-Kurla Complex, Bandra (E), Mumbai – 400 051 **Scrip Code -** MUNJALAU

Sub: Disclosure under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Re: Reminder letter sent to shareholders for claiming dividend/transfer of shares to Investor Education and Protection Fund (IEPF) Authority

Dear Sirs,

Please find enclosed a specimen of the reminder letter sent to the relevant shareholders whose Interim Dividend of FY 2015-16 remains unpaid/ unclaimed for seven or more consecutive years and whose shares are liable to be transferred to the IEPF authority as per Section 124(6) of the Companies Act, 2013 read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended from time to time.

This is submitted for your information and records.

Thanking you,

For Munjal Auto Industries Limited

RAKESH JOHARI

Digitally signed by RAKESH JOHARI
DN: c=IN, o=MUNJAL AUTO INDUSTRIES LIMITED, ou=DGFTIEC-0888011466-000, postalCode=391760, st=Gujarat, 2.5.4.20=35edbc5605a9c4a7a88509cd99402c6caeac17c6a1f51c3143593ca7d9325206, pseudonym=E35CB4504243006655EB33F0DC628EE1BF6D1A57A, cn=RAKESH JOHARI
Date: 2023.01.20 14:42:04 +05'30'

Rakesh Johari
Company Secretary
ACS 19153

MUNJAL AUTO
INDUSTRIES LIMITED
CIN: L34100GJ1985PLC007958
Regd. Office: 187, GIDC Industrial Estate, Waghodia 391 760, Dist. Vadodara, Gujarat
Phone:(02668)262421-22, Fax: (02668)262427
E-mail: cs@munjalauto.com Website: www.munjalauto.com

MAIL/CS/ 2015-16/IEPF4/_ January 17, 2023

Specimen

To,
Name of Shareholder
Address1
Address2

Sub.: Reminder to Claim unpaid/ unclaimed dividend of FY 2015-16 (Interim) of Munjal Auto Industries Limited/Transfer of shares to IEPF Authority

Dear Shareholder(s),

REF: Folio/ DP Id/Client Id: _____

We observe from our records that the following dividend warrant issued in your favour has not been en-cashed by you and that the same is due for transfer during the year 2023 to Investor Education and Protection Fund (IEPF) established by the Central Government:

Dividend/Year	Date of declaration	Due date for transfer to IEPF
Interim 2015-2016	11/03/2016	16/04/2023

As you may be aware, as per Section 124(5) of the Companies Act, 2013, any money transferred to the Unpaid Dividend Account of the Company pursuant to this Section, which remains unpaid or unclaimed for a period of seven years from the date of such transfer shall be transferred by the Company to the IEPF.

Further, pursuant to the provisions of Section 124(6) of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (the 'Rules') notified by the Ministry of Corporate Affairs effective September 7, 2016 (as amended from time to time), all shares in respect to which dividend remained unclaimed for seven consecutive years or more shall also be transferred to the Demat Account of IEPF Authority on the due date.

We request you to claim your dividend immediately, failing which the Company will have to transfer your unpaid/unclaimed dividend amount to the IEPF **and subsequently will also transfer the eligible shares to the Demat Account of IEPF Authority on the due date.** Please note that no claim shall lie against the Company in respect of the shares so transferred to IEPF.

To claim your unclaimed/unpaid dividend please submit:
a) The original time-barred Dividend Warrant
b) Bank statement for encashment of any previous dividend received (only where original time-barred dividend warrant is not submitted)
c) Self-attested copy of PAN Card
d) Cancelled Cheque

to **Munjal Auto Industries Limited**, Registered Office: 187, GIDC Industrial Estate, Waghodia 391760, Dist. Vadodara, Gujarat, Tel. No. (02668) 262421-22, email: cs@munjalauto.com to enable us to transfer the amount lying unclaimed/unpaid against your name to your bank account.

We request you to treat this matter on priority and respond immediately. Please ensure that your response reaches us latest by **February 15, 2023**, after which, the Company will initiate the process of transfer of dividend and relevant/eligible shares to IEPF. Hence any request received after this date will not be entertained.

Important note for shareholders holding shares in physical form:
1) Please update your KYC details (PAN, AADHAR, etc.) & Bank details by writing to Company's RTA, [MCS Share Transfer Agent Ltd, 1st Floor, Neelam Apartment, 88 - Sampatrao Colony, Above Chappanbhog Sweet, Alkapuri, Vadodara - 390 007, Tel. No. (0265) 2314757/2350490, email: mcsltdbaroda@gmail.com], if already not done.
2) Please dematerialize your shares held in physical form. A brief process of dematerialization, key benefits of demat holding and disadvantages of physical holding are provided in Annexure-I to this letter.

For Munjal Auto Industries Limited
Sd/-
Rakesh Johari
Company Secretary
ACS 19153

Annexure-1

Brief process of Dematerialization

- Open a Demat Account, if not have any
- Surrender share certificates for dematerialization to your Depository Participant (DP)/ Broker along with Dematerialization Request Form (ORF) and KYC documents. At the time of submission to DP, deface the certificate with the marking "SURRENDERED FOR DEMATERIALIZATION"
- Obtain the properly filled receipt from the DP
- DP intimates to the Depository regarding the request through the system
- DP submits the certificates to the RTA of the Issuer Company
- RTA confirms the dematerialization request from depository
- After dematerializing the certificates, RTA update the records and informs depository regarding completion of dematerialization
- Depository updates its accounts and informs the DP
- DP updates the demat account of the investor

Key benefits of holding shares in demat form

- Immediate and fast transfer of securities
- Elimination of risk by loss, theft, mutilation etc.
- Faster settlement and disbursement of corporate benefits like Bonus, Rights, Dividends etc.
- Elimination of mismatch in bank accounts and address
- Convenient nomination facilities
- Convenient transmission formalities in case of death of a holder
- Better liquidity

Key disadvantages of holding shares in physical form

- Shares held in physical form cannot be transferred except in the case of transmission and transposition
- Risk of loss or theft of share certificates
- Delay in disbursement of corporate benefits
- Long process of transmission of shares
- Time consuming process for issue of duplicate share certificate
- Poor liquidity - Physical shares cannot be sold immediately