September 19, 2018

Ref. No: HDFC Life/CA/2018-19/28

National Stock Exchange of India Limited
Exchange Plaza, Plot No C/1, Block G,
Bandra-Kurla Complex, Bandra-East,
Mumbai- 400 051

NSE Symbol: HDFCLIFE

Kind Attn.: Head - Listing

BSE Limited,
Sir PJ Towers,
Dalal Street,
Mumbai – 400 001

BSE Security Code: 540777

Kind Attn.: Sr. General Manager – DCS
Listing Department

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

Dear Sir/Madam,

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith the letter sent to the shareholders, holding shares in physical form, on September 18, 2018, informing them to convert their shareholding in dematerialisation form.

We request you to kindly take the same on record.

Thanking you,

For HDFC Standard Life Insurance Company Limited

Narendra Gangan
EVP, Company Secretary &
Head- Compliance & Legal

Encl: as above

September 18, 2018

To
The Shareholder(s),

Dear Sir, Madam,

Sub.: Conversion of shares into dematerialized Form

We wish to inform you that the Securities and Exchange Board of India ('SEBI') vide its notification dated June 8, 2018 amended the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, which mandates that transfer of securities with effect from December 5, 2018 would be allowed only in dematerialized form.

As per the records maintained with the Company's Registrar & Share Transfer Agents, Karvy Computershare Private Limited ('RTA'), we have noted that your shareholding in the Company is in physical form. Accordingly, we urge you to approach your Depository Participant(s) and take necessary steps to dematerialize your shares held in the Company. Please note that as per the above mentioned SEBI Notification, with effect from December 5, 2018, the Company/ RTA will be obliged to reject any request for transfer of your shares held in physical form. However, requests for transmission or transposition and dematerialization of shares shall continue to be considered.

The Frequently Asked Questions (FAQs) on dematerialization of shares, including the process for dematerialization, are enclosed as Annexure for your information.

In case of any queries in this regard, you may also contact our Registrar & Share Transfer Agents at:

KARVY COMPUTERSHARE PRIVATE LIMITED
Unit: HDFC Standard Life Insurance Company Limited
Mr. Rajendra V
Karvy Selenium, Tower- B, Plot No. 31 & 32,
Gachibowli, Financial District, Nanakramguda,
Hyderabad, 500032, Telangana, India.

Tel.: 91-40-67161510
Fax: 91-40-23431551

Email: einward.ris@karvy.com / rajendra.v@karvy.com
Website: www.karvy.com

Thanking you,

For HDFC Standard Life Insurance Company Limited

Narendra Gangan
EVP, Company Secretary &
Head - Compliance & Legal

Encl: As above

ANNEXURE

Frequently asked questions on Dematerialisation (DEMAT)

A. What are the benefits of Dematerialisation of shares?

Shares held in DEMAT form have several advantages and helps to eliminate many problems that investors have to face while dealing with securities. It minimise paperwork that is involved with the ownership, trading, and transfer of securities. It also facilitates faster transactions and makes trade of securities extremely convenient. There are a wide range of advantages associated with a DEMAT account such as:-

a. The risks pertaining to physical certificates like loss, theft, forgery and damage are eliminated completely with a DEMAT account.
b. The lack of paperwork enables quicker transactions and higher efficiency in trading including immediate transfer of shares and faster settlement cycle.
c. Ease in portfolio monitoring
d. The shares that are created through mergers and consolidation of companies are credited automatically in the DEMAT account.
e. There is no need to pay stamp duty on transfer of securities thereby bringing down the cost of transaction significantly.

B. How do I open an account with a Depository and will I be periodically informed about the movement in my electronic account?

You may open an account with a depository participant ('DP') of your choice. As an investor you will interact with National Securities Depository Limited (NSDL) or Central Depository Services Limited (CDSL) through your Depository Participant. Your DP will allot you an account number which will serve as a reference for all your future dealings with them.

Your DP will update your account after each transaction, and would periodically furnish you with a statement of holding. You may verify this with them at the time of opening your electronic account.

C. How do I convert my paper/physical certificates into an electronic holding? [Dematerialisation]

To dematerialize your holding, you should first have an account with a DP of your choice. You may then hand over to your DP, the certificates along with the 'Dematerialisation Request Form' (DRF). Only the securities registered in your name can be submitted for dematerialization. Your DP will then send the DRF and the certificates to the Registrar and Share Transfer Agents of the Company, Karvy Computershare Private Limited ('Karvy') and an electronic request will also be sent through the NSDL/CDSL network reconfirming the same. Karvy will verify the documents and if found in order, the dematerialization request will be confirmed to NSDL/CDSL who will in turn inform your DP. In the books of the Company, your folio with Karvy will be debited and the account of NSDL/CDSL will be credited in respect of such dematerialized securities. NSDL/CDSL in their electronic records will credit the account of your DP who will then credit your account with the number of securities that have been dematerialized and the securities will thereafter be held in electronic form. This process would take approximately 15-20 days.



D. Will I continue to receive corporate benefits?

All the corporate benefits such as dividend, interest, bonus shares, rights shares will be issued by Karvy to the beneficial owners i.e. the accountholders who hold the securities in electronic form. The dividend/interest amounts as and when declared/issued will be sent to you/your bankers directly. The entitlement of rights and bonus shares/debentures wherever applicable, will be credited to the beneficiaries accounts as per the investors' option and the terms of the issue.

E. How do I trade (buy/sell) in electronic form?

You may buy and sell securities in electronic form through the depository by co-ordinating with your broker and your DP. Such transactions would be simpler and faster. Payments for such transactions would be made in the same way as is done for physical certificates. Securities purchased in electronic form are credited to your account on the very next day of payout with no formalities of filling transfer deeds or applying to the Company for registration.

Such transactions are not routed through the Company and the debit/credit takes place directly in the Depository System. However, corporate benefits would be paid to the person holding such securities on the Record date/Book closure date as applicable.

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