

QCL/SEC/2026-27/07

April 17, 2026

To,

**BSE Limited**  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400 001  
**Security Code – 539978**

**National Stock Exchange of India Limited**  
Exchange Plaza,  
Bandra- Kurla Complex,  
Bandra (East), Mumbai – 400 051  
**NSE Symbol – QUESS**

Dear Sir/ Madam,

**Sub: Reminder Letter to shareholders for claiming unclaimed dividends and updation of KYC Information**

Pursuant to Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith a copy of the email communication(s) and reminder letter(s) sent by the Company to the eligible shareholders on April 16, 2026, requesting them to claim their unclaimed dividend and update their KYC information.

A copy of the reminder letter is enclosed herewith.

The above information will also be available on the website of the Company at [www.quesscorp.com](http://www.quesscorp.com).

Kindly take the above information on record and oblige.

Yours sincerely,

**For Quess Corp Limited**

**Kundan K Lal**  
**Company Secretary & Compliance Officer**  
**Membership No.: F8393**

Encl: as above

**Quess Corp Limited**

Quess Tower, Sky Walk Avenue, 32/4, Hosur Road, Roopena Agrahara, Bommanahalli, Bengaluru– 560068, Karnataka, India  
Tel: +91 080-49345666 | contactus@quesscorp.com | CIN: L74140KA2007PLC043909



## QUESS CORP LIMITED

CIN: L74140KA2007PLC043909

Reg. Office: Quess Tower, Sky Walk Avenue, 32/4, Hosur Road, Roopena Agrahara, Bommanahalli, Bengaluru- 560068, Karnataka, India  
Tel: +91 080-49345666; Email: [investor@quesscorp.com](mailto:investor@quesscorp.com); Website: [www.quesscorp.com](http://www.quesscorp.com)

Ref. No.: 1

Name of Shareholder

Address of Shareholder

Date : April 13, 2026

Folio No : XXXXXXXXXXXXX

Dear Shareholder,

### Subject: Reminder to claim Unclaimed Dividend and Updation of KYC Information

This is to bring to your kind notice that the following amount(s) declared by the Company as dividend for the respective financial years mentioned below on shares held by you in the Company, remain unpaid/unclaimed as per the Company's record and have not been encashed by you as on date:

Dividend for the Financial Year(s)	Warrant No.	Amount (Rs.)
Interim Dividend For The Year 2020-21	XXXX	XXXX
Interim Dividend For The Year 2021-22	XXXX	XXXX
1 <sup>st</sup> Interim Dividend For The Year 2022-23	NA	NA
2 <sup>nd</sup> Interim Dividend For The Year 2022-23	NA	NA
Interim Dividend For The Year 2023-24	NA	NA
Final Dividend For The Year 2023-24	NA	NA
Interim Dividend For The Year 2024-25	NA	NA
Final Dividend For The Year 2024-25	NA	NA
Interim Dividend For The Year 2025-26	NA	NA

Please note in case the aforesaid dividend amounts remain unpaid/unclaimed for 7 (seven) consecutive years or more, the same shall become liable to be transferred to the Investor Education and Protection Fund (IEPF) in accordance with the applicable provisions of the Companies Act, 2013, and the rules made thereunder.

As you are aware, the dividend declared by the Company is directly remitted to the shareholders' bank accounts registered with the Depository/Registrar & Share Transfer Agents (RTA) as per the recent amendment to the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (SEBI Listing Regulations).

In case any dividend warrants have been issued in past and have not been encashed, kindly surrender the original dividend warrant(s), if available, to the Company or the RTA. In case the original warrant(s) has/have been misplaced or is/are not traceable, kindly submit a duly signed request letter, along with a copy of self-attested updated Client Master List (CML) and a cancelled cheque, quoting your DP ID/ Client ID for the release of the aforesaid unclaimed dividend amount(s). All requests for the release of unclaimed/unpaid dividends should be accompanied with the following documents:

a) In case the shares are held in Electronic/Dematerialized Form:

- Request Letter;
- Copy of the self-attested updated Client Master List and KYC documents; and
- Cancelled cheque.

b) In case the shares are held in Physical Form:

- Original unclaimed warrant(s), if available;
- Request Letter; and
- Investor Service Request Form ISR - 1, Form ISR - 2 and Form No. SH - 13 (for Nomination details) [collectively "Investor Request Forms"] duly filled as per the instructions stated therein, along with the duly self-attested KYC documents, as applicable, and other supporting documents, including an original cancelled cheque with your name as the Account Holder. It is hereby requested to update the KYC details in order to claim your unpaid/unclaimed dividend.

In case the Members holding shares in physical mode, for the purpose of updation of KYC details against your folio, you are requested to send the details as per the formats specified below, along with the supporting documents:

- Form ISR-1 duly filled in, along with self-attested supporting documents for updation of KYC details.
- Form ISR-2 duly filled in with banker attestation of signature along with Original cancelled cheque with your name(s) printed thereon or self-attested copy of bank passbook/ statement.
- Form SH-13 for updation of Nomination for the aforesaid folio or ISR-3 for "Opt-out of the Nomination".
- Form SH-14 for cancellation or variation of Nomination for the aforesaid folio.

Please submit the duly executed original hard copies of the KYC documents to the RTA of the Company at MUFG Intime India Private Limited (Formerly Link Intime India Private Limited), C 101, 247 Park, LBS Marg, Vikhroli West, Maharashtra, Mumbai - 400083 through courier, which should be dated and self-attested.

Investors/ Shareholders can download the above-mentioned forms & the SEBI Circulars from the website of the Company at <https://www.quesscorp.com/investor-other-information/> and from the website of MUFG Intime India Private Limited, the Registrar and Transfer Agent (RTA) of the Company, at <https://web.in.mpms.mufg.com/KYC-downloads.html>.

The Securities and Exchange Board of India (SEBI) vide its Master Circular dated February 06, 2026 (as amended from time to time), has mandated furnishing of PAN, Nomination details and KYC details (i.e., Contact details, bank account details, Specimen signature, postal address with Pin Code etc.) by holders of physical securities in prescribed forms.

Members holding shares in demat mode are requested to update the aforesaid details with your Depository Participants. Further, we request you to convert your physical shares into Demat mode as per the SEBI's guidelines for mandatorily dematerialization of physical shares held by an Investor.

For any queries in respect of above matter, shareholders may contact M/s MUFG Intime India Private Limited (Formerly known as Link Intime India Private Limited), the Registrar & Share Transfer Agents (RTA) of the Company, Unit: Quess Corp Limited, C-101, 247 Park, LBS Marg, Vikhroli West, Mumbai - 400 083, Maharashtra, Tel: +91 810 811 6767, E-mail: [Investor.helpdesk@in.mpms.mufg.com](mailto:Investor.helpdesk@in.mpms.mufg.com).

For Quess Corp Limited

Sd/-

Kundan K Lal

Company Secretary & Compliance Officer

Membership No.: F8393