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An ISO 9001, ISO 14001 & OHSAS 18001 Certified Company

SARDA ENERGY & MINERALS LTD.

2nd February 2022

BSE Ltd
The Department of Corporate Services
Phiroze Jeejeebhoy Towers
Dalal Street – Mumbai 400 001

National Stock Exchange of India Ltd.
Exchange Plaza, Bandra Kurla Complex
Bandra (E), Mumbai – 400051
Fax. No: 022-26598237/38, 022-26598347/48

Security Code No.: 504614

Symbol: **SARDAEN** - Series: **EQ**

Dear Sir,

Pursuant to the Regulation 39 (3) of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015, the Company / R & T Agent has received information of loss/misplacement of Share Certificates and request for issue of Duplicate Share Certificate, as per details given hereunder:

Sr. No.	Folio No.	Name of the Shareholder	Certificate No.	Distinctive Nos.		No. of Shares
				From	To	
1.	M04754	M Raghavendra Prabhu	47438	2071851	2071900	50
			47439	2071901	2071950	50
2.	A03351	Anuradha Agarwal	75183	2991601	2991650	50
3.	P04684	Premchand J Bhatia Jt. 1: Meena L Bhatia	1033	222926	222975	50
			133219	5854971	5855020	50
			133220	5855021	5855070	50
			133221	5855071	5855120	50
			133222	5855121	5855170	50
			38077	1603801	1603850	50
			40184	1709151	1709200	50
			51498	2272726	2272775	50
				TOTAL SHARES		**550**

You are requested to take the information on record.

A copy of intimation as received from the shareholder is enclosed for your reference.

Thanking you,

Yours faithfully,
For Sarda Energy & Minerals Ltd.

Authorised Signatory

Encl: As above

24/1/2022
BANGALORE

Dup

From,
M Raghavendra Prabhu
#66,8th Main, BSK Stage,Avalhalli BDA layout,
BANGALORE 560085
Folio:M04754

To,
Bigshare services Pvt. Ltd
Unit :Sarda Energy And Minerals Ltd

BIGSHARE SERVICES PVT. LTD.
RECEIVED
Subject to Verification
01 FEB 2022
Sign.:

Sub: Request for Issue of Duplicate Share Certificate

Dear Team,

559618

W.r.t. above subject, folio#,
I not have Share Certificate of Sarda Energy And Minerals Ltd
Please give list of required documents(with format) for above subject
Also requesting that please provide Certificate number, Distinctive Number ..etc for FIR since said company certificates search

Kindly acknowledge receipts and do the needful
thanking you

Yours truly
With regards

For M Raghavendra Prabhu

Enclosed:
1. Self attested pan /aadhar copy
2. Original cancel Cheque
3. Self attested Nomanie proof ++form SH-14&13
4. ISR 1

To

The Bigshare Services Pvt Ltd.
1 St Floor Bharat Tin Works Building
Marol , Andhri (East) Mumbai -400059

DUP

Sub:- Requirement of Duplicate Share Certificate Against Folio No –A03351

Sir , 559629

I would like to inform you that I myself Mrs. Anuradha Agarwal had been allotted 50 Nos. shares of M/S . SARDA ENERGY AND MINERALS LTD but unfortunately I had misplace all of my shares certificates allotted against Folio No- A03351 .

I will be require duplicate copy of those allotted shares certificates . So please provide me the duplicate copy of those certificates at below mentioned address , if any other documents require for this purpose please informed me , here I am also sharing my mobile no.

Thanks & Regards

Anuradha Agarwal.

Anuradha Agarwal

Postal Address :-

C/O SURESH KUMAR AGARWAL
PLOT NO-E0408 UTTORAYAN
MATIGARA DARJEELING
WESTBENGAL -734010
M No-99071-90688



Dup p20

DU3856

Date: 25th January, 2022

From,
Ms. Meena Lakhmichand Bhatia
Bk. No. 349, Room No.4/5,
SiruChowk, Near LassiGalli,
Ulhasnagar- 421002

BIGSHARE SERVICES PVT. LTD.
RECEIVED
Subject to Verification
01 FEB 2022
Sign.:

To,
Bigshare Services Pvt. Ltd.
1st Floor, Bharat Tin Works Building,
Opp. Vasant Oasis , Makwana Road
Marol, Andheri East
Mumbai - 400059

559612

Dear Sir/Madam,

Ref: Unit: Sarda Energy & Minerals Limited; Folio No. P04684
Subject: Re-dispatch/Non-Possession of share certificate/s, Deletion of name owing to death, Updation of signature, Updation of Address and Remittance of unclaimed dividend amounts

I, **Meena Lakhmichand Bhatia** hold **400** Equity shares of face value Rs. 10/- each along with **Mr. Premchand Bhatia** (first holder) under the above captioned folio no.

I would like to request you to delete the name of the **Mr. Premchand Bhatia** from your records on account of he being deceased. Hereby, I am attaching the notarized copy of his death certificate for your perusal. Furthermore, Mr. Premchand J Bhatia (as per co. records) and Bhatia PremchandJagatrai (as per death certificate) was one and the same person, for which I have attached herewith affidavit for one and the same person.

We are in receipt of your letter dated November 29th, 2021 bearing reference no. BSS/SDE/SUNT/215249/202326 wherein you have provided us with the procedure for name deletion and issuance of duplicate share certificate/s. Thus, I would like to inform you that I have complied with the said procedure as sought by you and have attached herewith all the requisite documents. You are requested to kindly do the needful at the earliest.

Please note that the address mentioned in your/company's records needs to be updated from the one mentioned in your records to the one mentioned above for all future correspondence.

Also, I wish to update my signature because my signature has been changed/altered by passing of time. Hence, you are requested that the specimen signature registered in your records of the company be cancelled against my new specimen signature and the same to be taken on record.

You are requested to remit all the amounts, pertaining to unclaimed dividend amount lying under the above mentioned folio.

Furthermore, I hereby authorize CA (Mr.) Girish Chawla and or his office/associates to communicate incl. seeking clarifications, making escalations whatever required on my behalf with NOCIL/ KFIN whatever manner by whatever that he/his office may deem fit to ensure expedition of aforesaid said matter.

Thanking You,

Yours Faithfully,

KMB meehl

Ms. Meena Lakhmichand Bhatia

Enclosures:

1. Self-attested copy of Aadhaar Card of Ms. Meena Lakhmichand Bhatia
2. Self-attested copy of Pan Card of Ms. Meena Lakhmichand Bhatia
3. Notarized copy of death certificate of Late Shri. Premchand Bhatia
4. Affidavit for one and the same person
5. Affidavit for change of signature
6. Signature verification from the existing bankers along with a cancelled cheque leaf and self-attested cover page of bank passbook pertaining to the both shareholder's account
7. Name deletion Form
8. Indemnity Bond
9. Affidavit
10. Advertisement