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An ISO 9001, ISO 14001 & OHSAS 18001 Certified Company

SARDA ENERGY & MINERALS LTD.

23rd 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.	N03756	Nirmala Govind More Jt. 1: Shri Govind Shivram More	130862	5738571	5738620	50
			130863	5738621	5738670	50
			130864	5738671	5738720	50
			130865	5738721	5738770	50
			130866	5738771	5738820	50
			130867	5738821	5738870	50
			130868	5738871	5738920	50
			130869	5738921	5738970	50
			132497	5819021	5819070	50
			132498	5819071	5819120	50
					TOTAL SHARES	**500**

You are requested to take the information on record.

A copy of the 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

19022022 11

Dup-Process

NIRMALA GOVIND MORE,
3/23, FIRE FIGHTERS CHSL,
J.R.BORICHA ROAD, SAT RASTA,
MUMBAI – 400011

DATE - / 02 / 2022

DU1861

219926

562717

To,

The manager

Bigshare Services Pvt. Ltd.

Sub: - Request letter to get duplicate share certificate and deletion of name of deceased share holder

Dear Sir,

I the undersigned Smt. Nirmala Govind More want to inform you that, I am holding "500" shares of **Sarda Energy & Minerals Ltd.** Jointly with my husband Govind S. More who expired on 14/05/2005. I had already informed the company about loss of my share certificates. Certificates details are given below.

Folio No.	Certificate No.		Distinctive No.		Total cert.	No. of Shares
	From	To	From	To		
N03756	130862	130869	5738571	5738970	8	400
N03756	132497	132498	5819021	5819120	2	100
Total					10	500

With reference to your letter (BS/ Obj /1811/DU1378/QO70) dated 24/12/2018 we have made changes accordingly for obtaining duplicate share certificate. For this I am sending herewith.

1. Updated Indemnity bond with authenticated by Notary.
2. Affidavit for Change of signature.
3. Newspaper copy of corrected advertisement
4. Notary attested copy of Deceased member death certificate.
5. Affidavit of smt. Nirmala Govind More.
6. Police station FIR copy of loss of share certificate.
7. Bank account cancelled cheque.
8. Bank attested signature letter.
9. Self-attested photocopy of PAN card, Election card, Aadhar card, and Passport.
10. Latest electricity bill and ITR return (Self attested)

As per your procedure I am submitting you the above documents for further proceedings. You are requested to please delete the deceased share holder name and issue me the duplicate share certificate of Sarda Energy and Minerals Limited.

Thanks and Regards.

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

Yours faithfully

नि. गो. मोरे.

(Nirmala G. More)