Tamil Nadu Newsprint and Papers Limited

(A Govt. of Tamil Nadu Enterprise)
Regd. Office : 67, Mount Road, Guindy, Chennai 600 032 Phone : (91) (044) 22301094-97, 22354415-16 & 18
Fax : 22350834 & 22354614 Web : www.tnpl.com Email : response@tnpl.co.in, export@tnpl.co.in
TNPL - The Corporate Identity Number : L22121TN1979PLC007799

TNPL/SHARES/BSE/1/19

Dated :January 25, 2019

To Manager –Corporate Services BSE Limited (BSE) Phiroze Jeejeebhoy Towers 25th Floor, Dalal Street Mumbai- 400001	To National Stock Exchange of India Limited NSE) Listing Department Exchange Plaza, 5th Floor, Plot No. C/1, G Block,Bandra Kurla Complex, Bandra (East), Mumbai – 400051 ✓

Dear Sir,

Sub: Copy of letters sent to the shareholders for mandatory update of PAN and Bank details against their shareholding and to convert physical holding into demat before placing the request for transfer of shares
Scrip Code 531426 / TNPL

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1. In compliance with the provisions of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements0 Regulations 2015, please find enclosed herewith a copy of letter (along with necessary annexure) sent to the shareholders records with regard to mandatory furnishing of the PAN and Bank details for updation in the shareholders records with Company's RTA , in compliance with the SEBI circular SEBI/HO/MIRSD/DOPI/CIR/P/2018/73 DATED April 20,, 2018

2. Letters have been sent to the shareholders holding shares in physical form through our Registrars and Share Transfer agent M/s Cameo Corporation Services Limited apprising them of the amendment to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure requirements) Regulations 2015. Copy of the letter is enclosed .

Kindly acknowledge receipt.
Thanking you,

For Tamil Nadu Newsprint and Papers Limited

V. Sudhakumar
Company Secretary

CAMEO

CAMEO CORPORATE SERVICES LIMITED

Subramanian Building, No.1 Club House Road, Chennai 600 002, Tamilnadu
CIN : U67120TN1998PLC041613; Ph: 91-44-28460390 / 91-44-40020700 (Board);
Email : investor@cameoindia.com; Web : www.cameoindia.com

Date : 11/07/2018

S.no 001/TNP 2 **By Registered Post**
Folio no: 00011876
ESCORTS FINANCE INVESTMENTS AND LEASING PRIVATE LTD
N-6 PRATAP BUILDING 1ST FLOOR
CONNAUGHT CIRCUS
NEW DELHI
110001

Dear Shareholder,

Ref: Shares held in TAMILNADU NEWSPRINT & PAPER LTD.
Sub: Updation of PAN & Bank Details – Reg

This has reference to the shares held by you in the above referred company, the folio number of which is given above. We draw your attention to the circular issued by Securities and Exchange Board of India (SEBI) No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20/04/2018. SEBI, in point no. 12 (ii) of the Annexure to its circular had directed all the listed companies to send a communication to all its shareholders through their Registrars and Transfer agents (RTA), who are holding shares in physical form and obtain copy of the PAN of all the holders and Bank account details of the first / sole shareholder of the company.

These guidelines are issued by SEBI to streamline and strengthen the procedures and processes with regard to handling and maintenance of records, transfer of securities and payment of dividend/interest/redemption by the RTAs, Issuer Companies and Bankers to Issue.

To enable us to update the PAN and Bank account details, we, being RTA to the above referred Company request you to kindly submit the following documents within 21 days of this letter:

- **Copy of self-attested PAN card of the shareholders including joint holders, if any in the format attached**
- **Bank a/c details of the first/sole shareholder, as per the Bank Mandate format attached**
- **Original cancelled cheque leaf with the name of the first/sole shareholder printed on it or copy of bank passbook showing name & account details of the account holder attested by the bank**

On receipt of the above documents, we will update the same in our records.

In case of dividend declaration by the company, all dividends including past unpaid dividends, if any, will be directly credited to the bank account furnished by you. It is not out of place to mention here that under section 124 (6) of the Companies Act 2013, if dividends remain unpaid / unclaimed for a period of seven consecutive years then the underlying shares are also liable to be transferred to the a/c of IEPF authority.

Hence, we request you to kindly submit the documents sought immediately.

Further, we draw your attention to the notification issued by SEBI dated 08.06.2018 amending Regulation 40 of the Listing Regulations. Pursuant to this, request for effecting transfer of securities shall not be processed except in case of transmission or transposition of securities unless the securities are held in demat form. Hence, we would not be in a position to accept / process the requests for transfer of shares held in physical form with effect from 04.12.2018. We therefore advise you to take immediate steps for dematerializing your shareholding in the company. As you may be aware holding shares in dematerialized form offers host of benefits like enhanced security, ease of handling, faster transfers, exemption from stamp duty, eliminating bad deliveries. In view of the above, in order to ensure that you are able to deal in the securities hassle-free, kindly take steps for dematerializing the shares at an early date

We also request you to kindly arrange to send us the first/sole shareholders email Id for sending future communications as per the format attached.

Thanking you,
Yours sincerely
For Cameo Corporate Services Limited
Sd/-
Head – RTA & Company Secretary
Encl : As above

//This is a computer generated letter and does not require a signature//

CAMEO

CAMEO CORPORATE SERVICES LIMITED

Subramanian Building, No.1 Club House Road, Chennai 600 002, Tamilnadu
CIN : U67120TN1998PLC041613; Ph: 91-44-28460390 / 91-44-40020700 (Board);
Email : investor@cameoindia.com; Web : www.cameoindia.com

S.no: 1/TNP /Reminder1

Date: 16-10-2018

REMINDER - I

Dear Shareholder,

Sub: Updation of Pan & Bank Details – Reminder - Reg
Ref : Shares held by you in TAMILNADU NEWSPRINT & PAPER LTD.

This has reference our above letter. We refer to the shares held by you in the above referred company, in physical form. We draw your attention to the circular issued by Securities and Exchange Board of India (SEBI) No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20/04/2018. SEBI, in point no. 12 (ii) of the Annexure to its circular had directed all the listed companies to send a communication to all its shareholders, who are holding shares in physical form through their Registrars and Transfer Agent (RTA), to obtain copy of the Permanent Account Number card of all the holders and Bank account details of the first / sole shareholder of the company.

These guidelines have been issued by SEBI streamline and strengthen the procedures and processes with regard to handling and maintenance of records, transfer of securities and payment of dividend/interest/redemption by the RTAs, Issuer Companies and Bankers to the Issue.

To enable us to update the PAN and Bank account details, we, being RTA to the above referred Company request you to kindly submit the following information in the format sent alongwith our earlier letter, within 21 days of this letter:

- **Copy of self-attested PAN card of the shareholders including joint holders**
- **Bank a/c details of the first/sole shareholder**
- **Original cancelled cheque leaf with the name of the first/sole shareholder printed on it or copy of bank passbook showing name & account details of the account holder only (first share holder) duly attested by the bank (Bank Manager)**

We have already sent the PAN and Bank mandate updation form in our earlier letter. You may also download the same from our website www.cameoindia.com

On receipt of the above documents, we will update the same in our records.

In case of dividend declaration by the company, all dividends including past unpaid dividends, if any, will be directly credited to the bank account furnished by you. It is not out of place to mention here that under section 124(6) of the Companies Act 2013, if dividends remain unpaid/unclaimed for a period of seven consecutive years then the underlying shares are also required to be transferred to the a/c of the IEPF authority. Hence, we request you to kindly submit the documents sought immediately.

Further, we draw your attention to the notification issued by SEBI dated 08.06.2018 amending Regulation 40 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015. Pursuant to this, any request for effecting transfer of securities in physical form shall not be processed except in case of transmission or transposition of securities unless the securities are held in demat form. Hence, the company/RTA would not be in a position to accept / process the requests for transfer of shares held in physical form with effect from 04.12.2018. We therefore request you to take immediate steps for dematerializing your shareholding in the company. As you may be aware holding shares in dematerialized form offers host of benefits like enhanced security, ease of handling, faster transfers, exemption from stamp duty and eliminating bad deliveries. In view of the above, in order to ensure that you are able to deal in the securities hassle-free, kindly take steps for dematerializing the shares at the earliest.

We request you to kindly provide the details as sought in this letter. In case, if a communication is sent by you earlier furnishing PAN & Bank Mandate, you may kindly take steps to dematerialise your shares immediately.

Thanking you,
Yours sincerely
For Cameo Corporate Services Limited
Sd/
Head – RTA & Company Secretary

CAMEO

CAMEO CORPORATE SERVICES LIMITED
Subramanian Building, No.1 Club House Road, Chennai 600 002, Tamilnadu
CIN: U67120TN1998PLC041613; Ph: 91-44-28460390 / 91-44-40020700 (Board);
Email: investor@cameoindia.com; Web: www.cameoindia.com

S.no: 1/TNP/Folio No: 11876

Date: 18-January-2019

REMINDER - II

Dear Shareholder,

Sub: Updation of Pan & Bank Details –2nd and final Reminder -Reg
Ref: Shares held by you in TAMILNADU NEWSPRINT & PAPER LTD.

We draw your attention to the circular issued by Securities and Exchange Board of India (SEBI) No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20/04/2018. SEBI, in point no. 12 (ii) of the Annexure to its circular had directed all the listed companies to send a communication to all its shareholders, who are holding shares in physical form through their Registrars and Transfer Agent (RTA), to obtain copy of the Permanent Account Number card of all the holders and Bank account details of the first / sole shareholder of the company.

These guidelines have been issued by SEBI to streamline and strengthen the procedures and processes with regard to handling and maintenance of records, transfer of securities and payment of dividend/interest/redemption by the RTAs, Issuer Companies and Bankers to the Issue.

To enable us to update the PAN and Bank account details, we, being RTA to the above referred Company request you to kindly submit the following information in the format sent along with our earlier letters:

- **Copy of self-attested PAN card of the shareholders including joint holders**
- **Bank a/c details of the first/sole shareholder**
- **Original cancelled cheque leaf with the name of the first/sole shareholder printed on it or copy of bank passbook showing name & account details of the account holder only (first share holder) duly attested by the bank (Bank Manager)**

We have already sent the PAN and Bank mandate updation form in our earlier letter followed by a reminder. You may also
download the same from our website www.cameoindia.com. On receipt of the above documents, we will update the same in our records.

IN CASE, IF PAN & BANK MANDATE DETAILS HAVE ALREADY BEEN FURNISHED BY YOU, PLEASE IGNORE THE ABOVE.

Further, we draw your attention to the notification issued by SEBI dated 08.06.2018 and the press release dated 03.12.2018 amending Regulation 40 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015. Pursuant to this, any request for effecting transfer of shares in physical form shall not be processed except in case of transmission or transpositions of shares unless the shares are held in demat form. Hence, the company/RTA would not be in a position to accept / process the requests for transfer of shares held in physical form with effect from 01.04.2019. We therefore request you to take immediate steps for dematerializing your shareholding in the company. As you may be aware holding shares in dematerialized form offers host of benefits like enhanced security, ease of handling, faster transfers, exemption from stamp duty and eliminating bad deliveries. In view of the above, in order to ensure that you are able to deal in the shares hassle-free, kindly take steps for dematerializing the shares at the earliest.

Hence, we request you to kindly initiate the process to dematerialize your shareholding at the soonest.

Thanking you,
Yours sincerely
For Cameo Corporate Services Limited
Sd/
Head – RTA & Company Secretary