



CENTURY ENKA LIMITED

Registered Office : Plot No. 72 & 72-A, MIDC, Bhosari, Pune - 411 026

CIN: L24304PN1965PLC139075

Tel. No. 020-66127300 / 27120423 Fax No. 020-27120113

Website: www.centuryenka.com E-mail: cel.investor@birlacentury.com

UNDER REGISTERED / SPEED POST
3rd REMINDER

Date: 29/09/2018

Dear Sir / Madam

Sub: **Updating bank account details for payment of Dividend and PAN details (A Mandatory Requirement)**
Non transfer of shares in Physical Form.

SEBI vide its Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018 has directed to listed companies to update Bank Account details of the shareholders for payment of dividend. SEBI has made it mandatory for payment of dividend through electronic channels RTGS/ NEFT to facilitate direct credit to shareholders' account. In order to comply with the SEBI directive, shareholders are requested to submit their bank account details on urgent basis.

Bank Account Details for shares in physical form :

If shares are held in physical form, send the bank account details to R & T Agent **M/s. Link Intime India Pvt. Ltd., C 101, 247 Park, L.B.S. Marg, Vikhroli West, Mumbai – 400083.** as mentioned hereunder:

- i) Original cancelled cheque leaf on which name is printed containing Bank A/c No., Bank Name, type of account, IFSC Code, MICR Code of the 1st shareholder / sole shareholder.
- ii) If the name of the 1st shareholder / sole shareholder is not printed on original cancelled cheque leaf, then submit in addition to original cancelled cheque leaf, a legible copy of the bank passbook / bank statement containing name, address, bank account number duly attested by the officer of the same bank with his signature, name, employee code, designation, bank seal, bank address stamp, phone no. and date of attestation.

contd...2

=====tear off=====

(send this letter with attachment)

Link Intime India Pvt. Ltd.
(Unit : Century Enka Limited)
C 101, 247 Park
L.B.S. Marg, Vikhroli West
Mumbai – 400083

Name : _____
Address : _____

Dear Sirs

Ref : Folio No. _____

Reference Century Enka Ltd.'s letter dated 29/09/2018 pursuant to SEBI Circular for bank account and PAN details for payment of dividend through electronic mode and submit herewith the following documents:

(i)	Original cancelled cheque leaf bearing name of the 1st shareholder / sole shareholder	Yes / No
	OR	
	If the original cheque is not bearing the name of 1 st shareholder – attached Photocopy of pass book / bank statement duly certified by the Bank Official along with original cancelled cheque leaf.	Yes / No
(ii)	PAN card copy duly self attested	Yes / No

P.T.O.

PAN updation :

SEBI has also made it mandatory to record the PAN details in shareholders folios. Shareholders holding shares in physical form, shall send a legible copy of PAN card duly self-attested to R & T Agent M/s. Link Intime India Pvt. Ltd.

Transfer of shares in Physical Form :

SEBI vide Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018 stipulated that transfer of shares in physical form will not be allowed after 5th December, 2018, and will be processed only in dematerialised form. In view of the aforesaid condition, you may look into dematerialization of shares to avoid inconvenience as transfer of shares in physical form will not be permitted, effective 6th December, 2018.

Nomination :

Shareholders holding shares in physical form may register the nomination by using the nomination facility. The prescribed form can be downloaded from the Company's website www.centuryenka.com or R & T Agent's website www.linkintime.co.in. The nomination form can be sent to R & T Agent M/s. Link Intime India Pvt. Ltd. for recording nomination in the folio.

Other details :

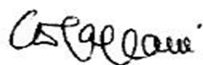
To facilitate easy communication, shareholders may provide details of e-mail id, mobile / telephone number and complete address. You are requested to provide the bank account and PAN details within 21 days from the date of this intimation.

For any clarification, you may contact our R&T Agent M/s. Link Intime India Pvt. Ltd. on Telephone No. 022-49186270/ 49186000, e-mail id rnt.helpdesk@linkintime.co.in and or visit their website at www.linkintime.co.in.

You may also contact the Company's Share Department on Telephone No. 022-43215300– Mr. Sanjay Warang / Mr. R.M. Chettiar/ Ms. Ishita Mandloi.

We request you to act on the above by furnishing the requisite documents at the earliest to facilitate payment of dividend through bank account and update other records.

Thanking you,
Yours faithfully,
For Century Enka Limited



(C.B. Gagrani)
Company Secretary

=====tear off=====

(iii)	E-mail Id – Please provide	
(iv)	Mobile No. – Please provide	
(v)	Address (in case of incomplete address) – Please provide self attested copy any one of Aadhar Card / Latest Utility Bill / Passport copy / Driving Licence.	

Thanking you

Yours faithfully

Signature of 1st shareholder / sole shareholder

Encl : as above