



**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: investor@centuryenka.com

**UNDER REGISTERED / SPEED POST**  
**1<sup>st</sup> REMINDER**

Date: 18/06/2018

Dear Sir / Madam

**Sub: Updating bank account details for payment of Dividend and PAN details (A Mandatory Requirement).**

SEBI vide its Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20<sup>th</sup> 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 – 400086** 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 1<sup>st</sup> 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.

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(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 \_\_\_\_\_ 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	OR	Yes / No
(ii)	If the original cheque is not bearing the name of 1 <sup>st</sup> shareholder – attached :		
	(a)	Photocopy of pass book / bank statement duly Certified by the Bank Official along with original cancelled cheque leaf.	Yes / No
	(b)	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.

**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](http://www.centuryenka.com) or R & T Agent’s website [www.linkintime.co.in](http://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.**

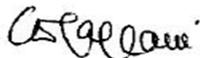
For any clarification, you may contact our R&T Agent M/s. Link Intime India Pvt. Ltd. on Telephone No. 022-49186000, e-mail id [rnt.helpdesk@linkintime.co.in](mailto:rnt.helpdesk@linkintime.co.in) and or visit their website at [www.linkintime.co.in](http://www.linkintime.co.in).

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

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

Thanking you

Yours faithfully

Signature of 1<sup>st</sup> shareholder / sole shareholder

Encl : as above