

**EXCHANGE OF CENTURY ENKA LIMITED SHARE CERTIFICATES IN LIEU
RAJASHREE POLYFIL LIMITED SHARE CERTIFICATES**

- An application signed by Shareholder to claim shares in lieu of Rajashree Polyfil Shares.
- Attach original Share Certificates of Rajashree Polyfil along with application.
- If shares claimed by legal heirs, then follow the procedure of transmission of shares.
- In case of loss of share certificates, follow the procedure of issue of duplicate shares.
- Please provide document to update KYC along with above documents.
- If there is change in signature, please provide documents as per procedure for change in signature along with above documents.
- If there is change in address—follow procedure for change of Address.
- If there is change in name – follow procedure for change in name
- If there is change in bank details - follow procedure for change in Bank details
- E-mail the duly filled, signed and dated documents on RTA email id with cc to Company's e-mail id.
- Courier the original documents to the address of Registrar and Transfer Agent.
- E-mail the courier slip as proof of dispatch to RTA email id with cc to Company email id.
- Email id and Address of RTA and the Company has been mentioned in General Information Section.