

Ref.: ID/AS/Intimation

**July 17, 2018**

The General Manager  
Department of Corporate Services  
BSE Limited, P. J. Towers,  
Dalal Street,  
Mumbai – 400001.

The Manager, Listing Department,  
National Stock Exchange of India Ltd.  
Exchange Plaza, Plot No. C-1, G Block,  
Bandra Kurla Complex, Bandra (East),  
Mumbai – 400051.

Dear Sir,

In terms of SEBI Circular dated 20<sup>th</sup> April, 2018, the Company has issued individual notice to its Shareholders for submitting their PAN and Bank Account particulars.

Further, in view of Amendment Notification dated 8<sup>th</sup> June, 2018 to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company has issued individual letter to its Shareholders holding physical shares requesting them to dematerialize their shares.

We enclose Specimen of the above letters for your information and record.

Kindly acknowledge.

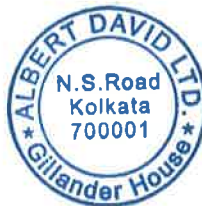
Thanking you,  
Yours faithfully,

For **ALBERT DAVID LIMITED**



Abhishek Seth  
Asstt. Company Secretary

Encl.: As above.



[SPECIMEN]

MAHESHWARI DATAMATICS PVT. LTD.  
23, R N Mukherjee Road, 5th Floor, Kolkata - 700001  
Phone : 033 2243-5029, 2248-2248 Fax : 033 2248-4787  
E-mail: mdpldc@yahoo.com

SI No.: SEBI CIR Dt.08/06/2018 7

Folio No. S01269

Date 13/07/2018

MR. SUSHIL KUMAR GIRDHAR  
824-D ARJUN NAGAR  
KOTLA MUBARAK PUR  
NEW DELHI  
110003

Dear Shareholder,

Unit: ALBERT DAVID LTD.

Sub: DEMATERIALIZATION OF PHYSICAL SHARE(S)

Your kind attention is invited to the amendment to Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 vide Gazette notification dated June 8, 2018.

According to said Regulation, except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository from 5<sup>th</sup> December, 2018.

In view of the above, it is advisable for shareholders holding shares in physical form to convert their shares into Demat form as early as possible, as otherwise they will not be able to transfer the shares in physical form from 5th December, 2018.

Thanking you,

Yours faithfully,

For MAHESHWARI DATAMATICS PVT. LTD.

REGISTRARS

P.S. : Being computer generated letter, no signature is necessary.

MAHESHWARI DATAMATICS PVT. LTD.

23 R N MUKHERJEE ROAD, 5TH FLOOR, KOLKATA - 700001

Phone : (033) 2248-2248, 2243-5029

E-Mail: mdpldc@yahoo.com

CIN : U20221WB1982PTC034886

SRL NO: SEBI CIR Dt.20.4.18 \ 7

Folio No. S01269

Date : 14/07/2018

To,

MR. SUSHIL KUMAR GIRDHAR  
824-D ARJUN NAGAR  
KOTLA MUBARAK PUR  
NEW DELHI

110003

Dear Sir(s)/Madam

Unit : ALBERT DAVID LTD.

As mandated by Securities and Exchange Board of India (SEBI) by its Circular dated 20th April, 2018, the Company is required to collect copy of PAN and bank account details of all securities holder holding securities in physical form.

1. We are sending herewith the NACH (National Automated Clearing House) Mandate Form. You are requested to return us the form duly filled, signed and verified by your bank (first holder only). You are requested to send us the following documents along with the form to enable us to credit dividend amount directly to your bank account through NACH.
2. Self attested copy of any one document such as Aadhaar/voter id/passport as proof of address (first holder only).
3. Photocopy of share certificate / copy of any letter received by you from the Company showing your Folio No. / counterfoil of dividend warrant / copy of bank passbook or statement showing encashment of dividend issued to you by the Company (first holder only).
4. Self attested copy of pan card as proof of identity (all holders).
5. Cancelled cheque leaf with your name printed on the cheque leaf. If your name is not printed thereon then, in addition, send us bank attested copy of passbook or bank statement (first holder only).

Your reply with the documents requested should reach us by 04/08/2018.

If we do not receive your reply with the documents as requested within the time specified above, we and the Company will exercise enhanced due diligence in respect of any transaction in the above folio.

Thanking you,

Yours faithfully,

For MAHESHWARI DATAMATICS PVT.

REGISTRARS

Encl: as stated.

P.S. Being computer generated letter, no signature is necessary.

Encl.: BANK FORM