

NEULAND LABORATORIES LIMITED

(CIN: L85195TG1984PLC004393)

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Compulsory Dematerialization of Shares

Securities and Exchange Board of India (SEBI) has vide its Notification dated June 8, 2018 amended SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, and as per the Amendment, SEBI has been mandated that within 180 days of the date of the said Notification, “transfer of securities shall not be processed unless they are held in the dematerialized form with a depository”. Investors may note that this Amendment shall be effective from December 5, 2018 (i.e., the 180th day of the Notification date) and transfer of shares shall not be processed, if the shares are held in physical form.

With a view to facilitate seamless transfer of shares in future and as advised by the Stock Exchanges, shareholders holding shares in physical form are requested to dematerialise their shareholding in the Company.

Such shareholders may, accordingly, get in touch with any Depository Participant having registration with SEBI to open a demat account.

The process of dematerialization of shares is as under:

- To dematerialize the shares, the investor should first have an account with a Depository Participant (DP) of his / her choice.
- The physical share certificates, along with the Dematerialisation Request Form (DRF), which would be available with the DP, should be filled in and handed over to the DP.
- The securities held in the investor’s name only can be submitted for dematerialization.
- The DP will then send the DRF and the certificates to the Registrar & Transfer Agent (RTA) of the Company and an electronic request will also be sent through the National Securities Depository Limited (NSDL) or Central Depository Services Limited (CDSL) network reconfirming the same.
- The RTA will verify the DRF and Physical Share Certificates, and the signatures as per the records and if found in order, the dematerialization request will be confirmed to NSDL/CDSL who will in turn inform your DP.
- In the books of the Company, the investor’s folio (physical) will be debited and the investor’s account of NSDL/CDSL (electronic) will be credited in respect of such dematerialized securities. NSDL/CDSL in their electronic records will credit the account of the investor’s DP. Investor’s DP will then credit the account with the number of securities that have been dematerialized and the securities will thereafter be held in electronic form.
- In case the investor does not have a demat account, investors will be required to open an account with a DP by following the procedure required by the DP.

- Thereafter the DP will open an account in the system and provide the investor the account number, which will serve as a reference for the investor's future dealings with them. It may be advisable to be aware of the rates that will be charged by the DP for various activities.

The demat account must be opened in the same ownership pattern in which the securities are held in the physical form. If one share certificate is in individual's name and another certificate is jointly held with some other person, in such case two different accounts would need to be opened.

Any corporate benefits such as dividend, bonus shares, rights shares that may be issued by the Company to the beneficial owners i.e. the account holders who hold the securities in electronic form. The dividend amounts as and when declared/paid will be credited to the investor's bank accounts directly. The entitlement of rights and bonus shares/debentures wherever applicable, will be credited to the beneficiaries account as per the investors' option and the terms of the issue.