

**Maheshwari Datamatics Pvt. Ltd.**  
CIN: U20221WB1982PTC034886  
23, R.N Mukherjee Road, 5th Floor, Kolkata - 700001.  
Telephone Nos. 033-22482248, 2243-5809 Fax: 033-22484787  
Mail ID - mdpldc@yahoo.com

SRL NO: \_\_\_\_\_

Folio/DP ID & Client ID : \_\_\_\_\_

Dated: \_\_\_\_\_

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No. of Shares: \_\_\_\_\_

Holding Date : \_\_\_\_\_

Dear Sir/Madam,

**Unit : Sumedha Fiscal Services Ltd. (SFSL)**

**Re: Transfer of Unclaimed Shares to Investor Education  
and Protection Fund (IEPF) Authority**

Please note, the following dividends in your favour have remained unpaid. Consequently all the shares in respect of which Dividend has not been paid or claimed for seven consecutive years or more, are required to be transferred/transmitted to IEPF Authority (Section 124(6) of the Companies Act, 2013 and rules made thereunder). The Company regularly uploads on its website (<http://www.sumedhafiscal.com/UnpaidUnclaimedDividend.asp>) as also on the website of the IEPF (<http://www.iepf.gov.in>) full details/status of such unpaid or unclaimed dividends.

Year of Dividend	Warrant No.	Dividend Amount (Rs.)
10-11		
11-12		
12-13		
13-14		
14-15		
15-16		
16-17		

You are hereby requested to immediately claim your unpaid/unclaimed dividends (within 10-Sep-18) and avoid the transfer/transmission as aforesaid by sending the following documents to us at either of the following addresses -

- o Enclosed Letter of Undertaking (duly filled in and signed)
- o Self attested copy of PAN Card and Address Proof
- o Copy of cancelled Cheque
- o NECS Mandate Form duly filled in and authenticated by your Banker.

Address for communication :

**Maheshwari Datamatics Pvt. Ltd.**  
Unit : Sumedha Fiscal Services Ltd.  
23, R.N Mukherjee Road, 5th Floor,  
Kolkata -700001  
Tel.: 033-22482248, 2243-5809  
Fax: 033-22484787  
E-Mail: mdpldc@yahoo.com

OR **Sumedha Fiscal Services Ltd.**  
CIN: L70101WB1989PLC047465  
Registered Office: 6A, Geetanjali,  
8B Middleton Street, Kolkata-700071.  
Tel: 91 33-2229 8936/6758  
Fax : 033-22264140  
E-Mail: investors@sumedhafiscal.com

Otherwise the shares standing in your name would be transferred/transmitted to IEPF without any further notice.

Thanking and assuring you of our best possible services and prompt attention at all times.

Maheshwari Datamatics Pvt. Ltd.

Sd/-  
Registrar

Encl.: Undertaking & NECS Mandate Form

## LETTER OF UNDERTAKING

(On plain paper)

To

Maheshwari Datamatics Pvt. Ltd.  
23, R. N. Mukherjee Road, 5<sup>th</sup> Floor,  
Kolkata – 700 001.

Unit : Sumedha Fiscal Services Limited  
(CIN : L70101WB1989PLC047465)

Reference: Folio No. / DP & Client ID: \_\_\_\_\_

I/We hereby confirm that I/we have not encashed, negotiated or otherwise dealt in some of the dividend paid by the Company in last seven years, so as to create any adverse claim upon the amount of the dividend warrant(s).

In consideration of your issuing to me/us all Demand Draft(s)/Pay Order(s) or crediting the amounts directly to my bank account as mentioned in enclosed NECS Mandate Form in lieu of the Dividend Warrant(s) lying unclaimed/ unpaid in my/our name(s) and which are irretrievable/lost or misplaced. I/we hereby agree and undertake to hold you harmless and to keep you protected from /against all losses, costs or damages which you may sustain or incur by reason of your issuing Demand Draft(s)/ Pay Order(s) or paying electronically or by the original Dividend Warrant(s) being, at anytime, found and presented for payment by any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in any way interested therein.

I/We further agree and undertake to return to you the original Dividend Warrants, should it be found by me/us or again come into my/our possession at any time hereafter.

	Name	Signature
First Holder :		
Joint Holder1 :		
Joint Holder2 :		
Address of First Holder:		

Witness 1:	Witness 2:
Name :	Name :
Address :	Address :
Signature :	Signature :

Place :

Dated :



**SUMEDHA FISCAL SERVICES LIMITED**  
**NECS MANDATE FORM**

To

**Sumedha Fiscal Services Ltd.**

(CIN : L70101WB1989PLC047465)

6A Geetanjali, 8B Middleton Street,

Kolkata – 700 071.

I/we hereby authorize you to make all payments in respect of my holding in your Company to my bankers for crediting to my account as detailed below:

1. Shareholder's Name : .....  
(In Block letters) (First Holder)  
Mobile No. : .....  
Email Id ..... (Joint holder, if any)
2. Folio Number/DP ID and Client Id No. : .....
3. No. of Shares : .....
4. Name of the Bank : .....
5. Branch name and address : .....
6. Account Type SB A/c  Current A/c  Others  .....  
[Mark 'X' in the appropriate box] (Please specify)
7. Bank Account Number : .....
8. MICR Code Number of the Bank and Branch : .....
9. Nine digit code number of the bank and branch appearing on the cheque : .....
10. IFSC Code : .....
11. PAN/GIR no. : ..... Word No. ....

I/we hereby declare that the particulars given above are correct and complete. If credit is not effected for the reason(s) of incomplete or incorrect information. I /we would not hold the Company responsible.

Dated : .....

Signature of the first holder  
(as appearing in the Company's records)

**Certificate of the investor's bank**

Certified that the particulars of the bank account furnished above are correct as per our records.

Bank stamp:

Dated : .....

Signature of the authorized  
official of the bank

**Note:** Please attach a photocopy of cheques issued by your bank relating to your above account for verifying the accuracy of the code number.