

(A Government of India Enterprise)

Corporate Office: REC World Headquarters, Plot no. 1-4,

Tel : +91 124 444 1300 | Website: www.recindia.nic.in

CIN : L40101DL1969GOI005095 | GST NO.: 08AAACR4512R323

REF_NO 1 Date : 09/12/2024
Folio No./DP ID-Client Id No. :
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Dear Shareholder(s),

Sub: Compulsory transfer of equity shares and Dividend of the Company to IEPF Authority.

Pursuant to the provisions of Section 124 (5) & (6) of the Companies Act, 2013 and ("the Act") Investor Education and Protection Fund (IEPF) Authority (Accounting, Auditing, Transfer and Refund) Rules, 2016 ("the Rules"); the Company is required to transfer:-

- (i) Dividend amounts which remain unclaimed / unpaid for seven years; and
- (ii) Equity shares on which dividend amounts have not been claimed for seven consecutive years; to IEPF.

The Company has been sending reminder letters to the shareholders and also issued notices in newspapers, with a request to claim their dividend amounts from time to time. The Company has also uploaded the details of unclaimed/unpaid amounts pertaining to shareholders of the Company containing information like name, address, amount due to be transferred to IEPF and due date of transfer of amount to IEPF on its website at www.recindia.nic.in.

It is pertinent to mention that the due date for transfer of unpaid/unclaimed amount relating to interim dividend 2017-18 and final dividend 2017-18 to IEPF is March 13, 2025 and October 24, 2025 respectively. As per our records, the following dividends which were processed for payment to you during last seven years (with reference to interim dividend for the financial year 2017-18 onwards) have remained unpaid/ unclaimed:

Financial year	Date of payment	Dividend Amount(Rs.)
INTERIM DIVIDEND 2017-18	27-02-2018	1776.00
FINAL DIVIDEND 2017-18	15-10-2018	420.00
INTERIM DIVIDEND 2018-19	19-03-2019	2640.00
INTERIM DIVIDEND 2019-20	24-02-2020	2640.00
1ST INTERIM DIVIDEND 2020-21	03-12-2020	1440.00
2ND INTERIM DIVIDEND 2020-21	30-03-2021	1200.00
FINAL DIVIDEND 2020-21	21-10-2021	410.40
1ST INTERIM DIVIDEND 2021-22	02-09-2021	480.00
2ND INTERIM DIVIDEND 2021-22	25-11-2021	600.00

3RD INTERIM DIVIDEND 2021-22	03-03-2022	1440.00	
FINAL DIVIDEND 2021-22	13-10-2022	1152.00	
1ST INTERIM DIVIDEND 2022-23	24-11-2022	1600.00	
2ND INTERIM DIVIDEND 2022-23	28-02-2023	1040.00	
FINAL DIVIDEND 2022-23	05-10-2023	1392.00	
1ST INTERIM DIVIDEND 2023-24	24-08-2023	960.00	
2ND INTERIM DIVIDEND 2023-24	30-11-2023	1120.00	
3RD INTERIM DIVIDEND 2023-24	16-04-2024	1440.00	
1ST INTERIM DIVIDEND 2024-25	23-08-2024	1120.00	
TOTAL		22870.40	



Note: Amounts of unpaid/unclaimed Dividends prior to interim dividend for the financial year 2017-18 pertaining to you, if any, have already been transferred to IEPF, as per extant IEPF Rules.

In view of the above, you are advised to send the signed proforma (as enclosed) alongwith requisite supporting documents, to our Registrar and Transfer agent viz. Alankit Assignments Limited. In case, requisite documents from the concerned shareholders are not received on or before i.e., March 11, 2025 (in case of Interim Dividend for FY 2017-18) and October 22, 2025 (in case of Final Dividend for FY 2017-18), the equity shares along with the unpaid dividend amounts, having completed seven years, shall be transferred to IEPF Authority, without any further notice.

Please note that no claim shall lie against the Company in respect of unclaimed dividend amount(s) or shares, once the same are transferred to IEPF Authority,

pursuant to the provisions of said Act and Rules.

Shareholders may note that both the unclaimed/unpaid dividend amount and corresponding shares transferred to IEPF Authority, including all benefits accruing on such shares, if any, in future can be claimed back, following the procedure as prescribed in the Rules.

Further, in case of any query or assistance, please feel free to contact the Company/Alankit Assignments Limited at the address /email /telephone number as given below:-

REC Limited

Registered Office: Core 4, SCOPE Complex,
7 Lodhi Road, New Delhi 110003

Corporate Office: Plot No. I-4,
Sector 29, Gurugram, Haryana-122001

Telephone No. 0124 -2715228/5476

Email: complianceofficer@recindia.com

Website: www.recindia.nic.in

Alankit Assignments Limited

(Unit: REC Limited), 205-208,

Anarkali Complex, Jhandewalan Extension

New Delhi 110055,

Email: virenders@alankit.com

Contact: +91-11-4254 1954 / 42541234

website: www.alankitassignments.com

Thanking you,

Yours faithfully,

For REC Limited

Sd/-

(JS Amitabh)

Executive Director & Company Secretary

Encl.: as above



Request Letter cum Undertaking for Non Receipt of Dividend

M/S----- Dated: -----

UNIT :- REC Limited

Dear Sirs

This is to certify that I/we-----S/o D/o W/o-----Pan
No
-----residing at -----Contact
No-----
have lost/misplaced/not received dividend warrant(s) of M/S REC Limited as per the
details given below:

Sl.No.	Folio No./DPIDCLID	Warrant No.	Cheque No	Year	Amount(Rs.)
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 | IN30340310004493 | | | |
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I/We hereby request you to transfer dividend amount through NEFT or issue me
 duplicate
 cheque/demand draft in lieu of the original dividend warrants(s) misplaced/lost.

I/We have not charged, pledged, created any lien or any sort of encumbrance
 or
 otherwise dealt in so as to create any adverse claim upon the amount of
 the
 above dividend warrant(s).

Now, it is hereby agreed that in consideration of the Company transferring
 dividend
 electronically or issuing me a cheque / demand draft /electronic payment in lieu
 of
 the original dividend warrants(s) for the said amount, I/we hereby covenant at
 all
 the times hereafter to save, defend and keep indemnified the company, its
 directors
 and officers from and against all actions, costs, suits, legal proceedings,
 account
 claims, demands, losses, charges, damages, expenses and liabilities
 whatsoever
 nature which the company may sustain or incur by reason of payment of
 dividend
 through NEFT or issue of cheque /demand draft payment in lieu of original
 dividend
 warrant(s).

It is hereby further agreed to return to the Company the original dividend warrant(s) if I could trace the same.

Signature: _____

All Shareholders: 1

Witness:

2

Name & Address:

3

Contact No.

Signature:

Email Id

Name & Address:

Contact No.

Email Id

Enclosures:

1. Self attested copy of Pan card & residence proof of share holder enclosed.
2. Cancelled cheque in original enclosed/Scan copy (if sending through email)
3. Self attested copy of client master list duly updated your bank details, IFSC & MICR in your depository where you maintain your demat account details enclosed.