

REC LIMITED

(A Government of India Enterprise)

Regd. Office:Core-4,Scope Complex,7, Lodhi Road, New Delhi-110003

Corporate Office:Rec World Headquarters, Plot no. I-4,

New IFFCO Chowk Metro Station, Sector-29, Gurugram-122001 (Haryana)

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

CIN : L40101DL1969GOI005095 | GST NO.: 06AAACR4512R3Z3

14/07/2025 REF_NO 1 RD214731337IN Date :
Folio No./DP ID-Client Id No. :
.....
.....
.....

Dear Shareholder(s),

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

Pursuant to the provisions of Section 124 (5) & (6) of the Companies Act, 2013 (The Act) and 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 final dividend for the FY 2017-18 and interim dividend for the FY 2018-19 to IEPF is October 24, 2025 and April 3, 2026 respectively. As per our records, the following dividends which were processed for payment to you during last seven years (with reference to final dividend for the financial year 2017-18 onwards) have remained unpaid/ unclaimed:

Financial year	Date of payment	Dividend Amount(Rs.)
FINAL DIVIDEND 2017-18	15-10-2018	1.75
INTERIM DIVIDEND 2018-19	19-03-2019	11.00
INTERIM DIVIDEND 2019-20	24-02-2020	11.00
1ST INTERIM DIVIDEND 2020-21	03-12-2020	6.00
2ND INTERIM DIVIDEND 2020-21	30-03-2021	5.00
FINAL DIVIDEND 2020-21	21-10-2021	1.71
1ST INTERIM DIVIDEND 2021-22	02-09-2021	2.00
2ND INTERIM DIVIDEND 2021-22	25-11-2021	2.50

3RD INTERIM DIVIDEND 2021-22	03-03-2022	6.00	
FINAL DIVIDEND 2021-22	13-10-2022	4.80	
1ST INTERIM DIVIDEND 2022-23	24-11-2022	5.00	
2ND INTERIM DIVIDEND 2022-23	28-02-2023	3.25	
FINAL DIVIDEND 2022-23	05-10-2023	4.35	
1ST INTERIM DIVIDEND 2023-24	24-08-2023	3.00	
2ND INTERIM DIVIDEND 2023-24	30-11-2023	3.50	
3RD INTERIM DIVIDEND 2023-24	16-04-2024	4.50	
1ST INTERIM DIVIDEND 2024-25	23-08-2024	3.50	
FINAL DIVIDEND 2023-24	18-09-2024	5.00	
2ND INTERIM DIVIDEND 2024-25	22-11-2024	4.00	
3RD INTERIM DIVIDEND 2024-25	06-03-2025	4.30	
TOTAL		92.16	



Note: Amounts of unpaid/unclaimed Dividends prior to final 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., October 22, 2025 (in case of final dividend for FY 2017-18) and April 1, 2026 (in case of interim dividend for FY 2018-19), 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 or shares, once the same are transferred to IEPF Authority, pursuant to the said 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



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.)
--------	--------------------	-------------	-----------	------	-------------

	9500170				

| | | | |
|

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,

