

Circular No.: NSDL/POLICY/2014/0095

Date: September 1, 2014

**Subject: Option to receive annual report, AGM notice and other communications from issuer in physical form.**

As all Participants are aware, the Companies (Accounts) Rules, 2014 notified on March 31, 2014 specifies manner of circulation of financial statements in certain cases. As per sub-Rule (a) of Rule 11 of aforesaid Rules, in case of all listed companies and such public companies which have a net worth of more than one crore rupees and turnover of more than ten crore rupees, the financial statements may be sent by electronic mode to such members whose shareholding is in dematerialised format and whose email IDs are registered with Depository for communication purpose. Further, as per sub-Rule (3) of Rule 35 of Companies (Incorporation) Rules, 2014, a document may be served on any member through electronic transmission.

Therefore, if a Client desires to receive the financial statements (i.e. annual report), AGM notice and other communications from Issuer in physical form, the Client must submit a written request as per attached illustrative format to its Participant.

Participants are requested to take of the above.

For and on behalf of  
**National Securities Depository Limited**

**Samar Banwat**  
**Senior Vice President**

Enclosed: One

FORTHCOMING COMPLIANCE			
Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10 <sup>th</sup> of the following month.	By email at <a href="mailto:dp_igreport@nsdl.co.in">dp_igreport@nsdl.co.in</a> Alternatively, by hard copy to the Investor Relationship Cell.	1. Circular No. NSDL/PI/98/500 dated October 6, 1998. 2. Circular No. NSDL/PI/2004/1688 dated September 16, 2004.
Networth Certificate and Audited Financial Statements	September 30th every year.	By hard copy to Participant Interface Department.	Circular No. NSDL/PI/98/414 dated September 1, 1998.

