

C B MANAGEMENT SERVICES (P) LIMITED

P-22 BONDEL ROAD, KOLKATA- 700 619

Phone : 033-2280-6692/93/94, 4011-6700/11/16/18/23/28

Fax No. - 033-4011-6739, E-mail : rt@cbmsl.com Website : www.cbmsl.com

CIN : U74140WB1994PTC062959

REGISTERED POST

July 16, 2018

Dear Shareholder,

Company Name: GKW LIMITED, Re : Folio No(s). B12761

Sub: Updation of Shareholders' details in the records of the Company

We find from our records that you hold shares in our Company in the physical mode.

In this regard, we would like to bring to your kind attention, the following -

Updating Bank Mandate, PAN, and contact details

As per the Companies Act, 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated April 20, 2018 all listed Companies are required to maintain, in order to make payment of dividend, if declared, to the members through electronic mode, updated Bank details of the members/beneficiaries. To support the green initiative, we would also like to have your contact details including email id to communicate to you electronically for paperless and speedy communication. In this respect, you are also requested to give your consent to receive all further communication in electronic mode.

In view of this, we would request you to kindly fill up the enclosed form with your bank account details and your contact details, sign the form and arrange to dispatch the same directly to M/s CB MANAGEMENT SERVICES (P) Ltd. (UNIT : GKW LIMITED) P-22, BONDEL ROAD, KOLKATA 700019 within 21 days of this letter. Please also provide to us with:

- 1) a copy of the PAN card of the shareholders (including joint holders) and
- 2) original cancelled cheque leaf /attested bank passbook showing name of account holder for the above account.

Securities holders who are unable to respond to this notice and provide PAN and bank details within 180 days of the SEBI circular or have informed that the securities available in their name as per the records of RTA does not belong to them, shall be subject to enhanced due diligence by the Company.

Dematerialization of Shares

You would kindly appreciate that in line with "green initiative" by government which encourages paperless holding, the safest possible way to hold shares is in dematerialized form. In case of physical holding, there could be a chance of loss of share certificate, mutilation thereof resulting in compliance on your part, with lengthy procedural formalities in order to get the share certificates restored. Besides, if you want to pledge shares, the holding must be in demat mode. Further as per SEBI notification No SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018 no sale or purchase except in case of transmission or transposition of securities will be allowed in physical form w.e.f 180 days from the date of publication of the said notification in the official gazette. The amendment to regulation of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 has been made to that effect and listed companies and their Registrars and Transfer Agents (RTAs) have been advised that with effect from December 5, 2018 it should be ensured that the shares which are lodged for transfer shall be in dematerialised form only. Therefore, we would like to suggest to you to kindly convert your shares of face value of Re.10/- each from physical mode to demat mode as it will be beneficial to you. In case you do not have any demat account, you may contact your nearest Depository Participant (DP) who will guide you in opening the same. Conversion of physical shares to dematerialized shares is a simple process.

Your kind co-operation in this matter is solicited.

Thanking you,

Yours faithfully,

For CB management Services (P) Ltd.

Sd/-

Registrars

Encl : Form

BANK MANDATE/PAN AND EMAIL ID REGISTRATION FORM

To,
CB Management Services P Ltd
(UNIT: GKW LIMITED)
P-22, Bondel Road,
Kolkata – 700019

Phone No. (033) 40116724/40116742

Dear Sirs,

We request you to update the following details in the records of GKW Limited in compliance with Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015:

Shareholder Details		Bank Account Details of First Holder	
Folio No.		Bank Name	
Name of Shareholder(s)		Branch Address	
First Holder			
Second Holder			
Third Holder		Account No.	
PAN (First Holder)		Account Type	Savings/Current*
Email ID (First Holder)		IFSC	
Mobile No. (First Holder)		MICR Code	

*Strike out whichever is not applicable

Date:

Signature(s)

First holder :

Second holder :

Third holder :

Encl:

- a) Photocopy of PAN card duly self attested. ✓
- b) Original cancelled Cheque leaf/Photocopy of Bank pass book duly self attested. ✓
- c) Photocopy of Aadhaar Card duly self attested.