

Transfer of shares in physical form to be stopped w.e.f. 5th December, 2018

As per SEBI circular SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018, and BSE circular no. LIST/COMP/15/2018-19 dated 5th July, 2018 shareholders are advised to dematerialise their physical securities since requests for effecting transfer of physical securities (except in case of transmission or transposition of securities) shall not be processed from 5th December 2018.

KINDLY NOTE THAT THE SHAREHOLDERS HOLDING SHARES IN PHYSICAL FORM MUST GET THEIR SHARES DEMATERIALIZED AT THE EARLIEST.

We request the shareholders of the Company who are holding shares in physical form, to consider opening a demat account at the earliest and submit request for dematerialization of their shares.

If you already have a demat account, you can visit your Depository Participant (DP), fill up the Dematerialisation Request Form (DRF) available with the DP, attach your physical share certificates with it and submit the same to the DP.

DEMAT (DEMATERIALIZATION) OF SHARES

How to dematerialise shares?

The procedure for dematerializing shares is as under:

- Open demat account (Beneficiary Account) with a DP registered with SEBI.
- Submit Demat Request Form (DRF) as given by the DP, duly signed by all the holders with the names and signature in the same order as appearing in the concerned certificate(s) and the Company records, along with the physical certificates.

Kindly ensure that before the certificates are handed over to the DP for demat, they are defaced by marking "Surrendered for Dematerialisation" on the face of the certificates

- Obtain acknowledgment from the DP on handing over the share certificate(s).
- Demat transfers are required to be completed in 21 days as against 30 days on receipt of complete and correct set of documents (excluding time for clarification/s sought for completion, if any and dispatch) for physical transfer.
- Receive a confirmation statement of holdings from the DP. Statement of holdings is sent by the DPs from time to time.

Shareholders should not send share certificate(s) / documents to the Company / Company's R&T Agents directly but only through the Depository Participant.

For further clarification, you may contact our Registrar & Share Transfer Agents :-

TSR DARASHAW LIMITED

(Unit: SUNSHIELD CHEMICALS LIMITED)

6-10, Haji Moosa Patrawala Industrial Estate,

20, Dr. E. Moses Road,

Near Famous Studio,

Mahalaxmi, Mumbai - 400 011.

Business Hours :Timings: 10.00 a.m. to 3.30 p.m. Monday to Friday (excluding Bank Holidays)

Tel No.: 022-6656 8484, Fax : 022-6656 8494;

Email: csg-unit@tsrdarashaw.com