



## STOVEC INDUSTRIES LIMITED

CIN: L45200GJ1973PLC050790

Regd. Office: N.I.D.C., Near Lambha Village, Post: Narol, Ahmedabad – 382 405, Gujarat, India.

Phone: +91- 79 61572300, Fax: + 91 - 79 25710406; Email: [secretarial@stovec.com](mailto:secretarial@stovec.com);

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### **RESTRICTION ON TRANSFER OF PHYSICAL SHARES & PROCEDURE FOR DEMATERIALISATION OF SHARES**

#### **Amendment to Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 with respect to mandatory dematerialization for transfer of Securities**

SEBI vide Notification no. SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018, mandated that the request for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with the depository w.e.f. **December 5, 2018**.

**Please note that Link Intime India Private Limited, the Registrars and Share Transfer Agent and the Company will not accept any request for transfer of shares in physical form w.e.f. December 5, 2018.**

This restriction shall not be applicable to the request received for transmission or transposition of physical shares.

Members are requested to get in touch with any Depository Participant having registration with SEBI to open a Demat account. The procedure for dematerialization of shares is appended below.

You may also visit website of depositories viz., National Securities Depository Limited (“NSDL”) or Central Depository Services (India) Limited (“CDSL”) for further understanding of demat procedure.

NSDL website: <https://nsdl.co.in/faqs/faq.php> (Dematerialization)

CDSL website: <https://www.cdslindia.com/downloads/faq/Demat%20CDSL%20Way%20-%20V%20-%20Dematerialization.pdf>

You may access the circular issued by the BSE in this regard on following link:

<https://www.bseindia.com/corporates/Displaydata.aspx?Id=cd22b184-1153-4b05-8ad9-d04699161f89&Page=cir>

**MEMBERS HOLDING SHARES IN PHYSICAL FORM ARE REQUESTED TO ARRANGE THE DEMATERIALIZATION OF THE SAID SHARES AT THE EARLIEST TO AVOID ANY INCONVENIENCE IN FUTURE FOR TRANSFERRING THOSE SHARES.**



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### PROCEDURE FOR DEMATERIALISATION OF SHARES

1. The member needs to submit a request to the concerned Depository Participant (DP) in the Dematerialisation Request Form (DRF) for dematerialisation, along with the certificates of shares to be dematerialised.
2. The DP will deface the certificates by writing "SURRENDERED FOR DEMATERIALISATION".
3. The DP will verify the DRF and certificates and issue an acknowledgement slip, duly signed and stamped, to the member.
4. The DP will thereafter scrutinize DRF and Certificates. In case the DRF/Certificates are not in order, the same will be returned to the member for removing deficiencies. In case DRF/Certificates are in order, the details mentioned in the DRF and Certificates will be entered in the system by the Depository and a Dematerialisation Request Number (DRN) will be generated.
5. The DRF, with the DRN mentioned on it, will then be released electronically to the Company/Registrar and Transfer Agents of the Company (RTA). The DP will also dispatch the certificates along with the DRF to the Company/RTA for verification and approval.
6. The Company/RTA will, after due verification of DRF and certificates, confirm acceptance of the request for dematerialisation in the necessary software system.
7. The Depository's software system will then electronically create and credit appropriate number of shares in the demat account of member.
8. The DP will inform the member of the changes in the member's demat account following the confirmation of the DRF.
9. The Company/RTA may reject dematerialisation request in some cases and will send an objection memo to the DP, with or without DRF and certificates depending upon the reason for rejection. The DP/member has to remove reasons for objection within 15 days of receiving the objection memo. If the DP/member fails to remove the objections within 15 days, the Company/RTA may reject the request and return DRF and accompanying certificates to the DP. The DP, if the member so requires, may generate a new dematerialisation request and send the certificates again to the Company/RTA for dematerialisation. No fresh request can be generated for the same securities until the Company/RTA has rejected the earlier request and informed the Depository and DP about it.

### BENEFITS OF DEMATERIALIZATION

- ❖ The risk pertaining to physical certificates like loss, theft, forgery and damage are eliminated by holding shares in Dematerialized form.
- ❖ It allows you to conveniently manage your shares.
- ❖ Stamp duty is not levied on your electronic securities.
- ❖ When you open a Demat account, it provides paperless transactions of securities.