

Letter of Undertaking / Request Letter

Date:

For Financial Year (FY):-

To,
The Compliance Officer
Ador Welding Limited
Ador House, 6, K. Dubash Marg,
Fort, Mumbai 400 001-16

Dear Sir,

Sub: Unclaimed Dividend for Folio No. / DP – ID _____ .

This is to inform you that the dividend warrant(s) pertaining to FY _____ was / were misplaced by me. I hereby confirm that these Dividend warrant(s) has / have not been encashed by me and request the Company to issue me fresh dividend warrant(s) in lieu thereof.

I, hereby, also agree to indemnify the Company against all costs, charges, losses and damages which may be incurred by the Company in consequence of making payment thereof by issuing fresh dividend warrant(s) or in consequence of any claim, which may be made by any other person holding the Original Dividend Warrant(s) or otherwise claiming the money due thereunder.

I, also undertake to return the original dividend warrant(s) for cancellation, if it is traced / found by me.

Thanking you,

Yours faithfully,

Signature of Claimant

Name: _____

Bank A/c No. _____

Bank Name: _____

Address: _____

Bank Address: _____

Note:- Kindly provide the below mentioned documents, incase of any change in :-

1. Registered Address
 - a. Change in Address Form (format available on the website of our Company)
 - b. Self attested address proof (Passport, Adhar Card etc.)
2. Bank A/c details
 - a. ECS Form (format available on the website of our Company)
 - b. Cancelled cheque leaf of your Bank Account in which you wish to receive direct credits of your future dividends, if you are still our shareholder and holding shares in physical form (not in demat).