

VIJAY SOLVEX LIMITED

Regd. Office: Bhagwati Sadan, Swami Dayanand Marg, Alwar-301001 (Rajasthan)
CIN : L15142RJ1987PLC004232, Email : info@dataoils.com, Website : www.vijaysolvex.com
PH : 0144 - 2332922, 2332358, Fax : 0144 - 2332320

SPEED / REGISTERED POST

IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

Ref: VSL/ SEBI-Cir-20-04-18/

Date: 04.09.2018

**Sub: 1. Mandatory updation of PAN and Bank Account details in Company's Records.
2. Dematerialization of Equity Shares**

Dear Shareholder(s),

Pursuant to SEBI Circular No.: SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, the Company is required to obtain the copy of PAN Card and Bank details from all the shareholders holding shares in physical form.

Accordingly, you are requested to kindly submit the following documents for updation in our records:

- (i) Enclosed format duly filled in and signed by all the shareholders;
- (ii) Self-attested copy of PAN Card of all the holders;
- (iii) Original cancelled cheque leaf with your name printed on it (if name is not printed, a copy of Bank Passbook/ Statement bearing your name, duly attested by the Bank) and;
- (iv) Self-attested copy of address proof (viz. Aadhaar, voter-id, passport, driving license, any utility bill not older than 3 months).

Further, to support "Green Initiative", you are requested to provide your Email ID for service of documents through electronic mode. Please ignore, if the Email has already been updated.

Further, SEBI vide Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018 has come out with SEBI (Listing Obligations and Disclosure Requirements) (Fourth Amendment) Regulations, 2018 (effective date of implementation is 5th December, 2018), wherein it has mandated that the requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialised form with a depository except in the cases of transmission or transposition of securities. Accordingly, there will not be any physical transfer of shares after 5th December, 2018. In view of above amended Regulations, you are requested to open a de-mat account with a Depository Participant (DP) and deposit your physical shares with such DP and get your shares dematerialised at the earliest to avoid any inconvenience. The procedure for dematerialisation of shares is also available at our website www.vijaysolvex.com.

Kindly send the aforesaid details along with the enclosures latest by 26th September, 2018 to the Company's Registrar & Share Transfer Agent (RTA), **SKYLINE FINANCIAL SERVICES PRIVATE LIMITED** at D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi – 110 020. Ph. No.: 011-40450193-97, 26812682-88.

Thanking you,
Yours faithfully,
For **Vijay Solvex Limited**
Sd/-
J.P. Lodha
Company Secretary

Encl. as above

PAN UPDATION AND BANK MANDATE FORM

To,
SKYLINE FINANCIAL SERVICES PRIVATE LIMITED,
D-153A, 1ST FLOOR,
OKHLA INDUSTRIAL AREA, PHASE-I,
NEW DELHI-110020.

Sub: Updation of PAN and Bank Account details in Company's Records.

Unit: **VIJAY SOLVEX LIMITED**

Dear Sir,

I/we hereby request you to update my/our below mentioned details in your records with respect to the shareholding in Vijay Solvex Limited.

Folio No.(s)	
Address of the 1st named shareholder	
Bank Name & Branch Address	
Bank A/c. No.	
IFSC Code	
MICR Number	
Email ID	
Mobile No.	

	PAN No.	Name	Signature
First Holder :			
Joint Holder 1 :			
Joint Holder 2 :			

I / we hereby declare that the particulars given herein above are correct and complete.

Encl:

1. Self-attested copy of PAN card of all the holders.
2. Original cancelled cheque/Bank Passbook/Statement attested by the Bank.
3. Self-attested copy of address proof.