

Procedure for Dematerialization of Shares :

- 1. Shareholders has to open a demat account with a Depository Participant (DP) under NSDL / CDSL Depository, as of their own choice.**
- 2. Shareholders should submit physical share certificates along with duly executed demat request form (DRF) to their concerned DP.**
- 3. The DP will generate DRN for such Demat Request and send the DRF with cancelled share certificates to RTA for back-office processing and electronic confirmation.**
- 4. If the Demat Request is in order upon back-office processing than the Demat Request will be electronically confirmed whereupon the shares shall be credited to shareholder demat account.**