

**PROCEDURE FOR DEMATERIALIZATION OF SHARES CERTIFICATE OF FACE VALUE
OF RS. 10/- EACH OF CENTURY ENKA LIMITED**

- Open Beneficiary Account with any one of the Depository Participant (DP) registered with SEBI.
- Submit Demat Request Form (DRF) as given by the DP, duly signed by all the holders with the names and signatures in the same order as appearing in the concerned certificate(s) and the Company records along with the original share certificates (s).
- Your DP will send this request to our RTA. Our RTA will verify the documents and if found in order, the dematerialization request will be confirmed and the shares, in turn, will be credited to your demat account.

Kindly ensure the below mentioned procedure, if applicable, before sending dematerialization request to DP

A. If holding share certificate of Face Value of Rs.100/ each:

- Please contact Company for KYC.
- For KYC, refer KYC updated in Investor Relation Procedure section.
- Send original share certificate of face value of Rs.100/-each to get original share certificate of face value of Rs.10/-
- If you lost your share certificate, please complete the procedure of issue of duplicate Share Certificate.
- For procedure related to Duplicate Share Certificate, refer procedure for issue of duplicate shares in Investor relation procedure section.

B. If holding share certificate of Face Value of Rs.10/ each of Century Enka Limited

a) If number of shares is Ten or less than ten (if holding multiple folio, number of shares in one folio is Ten or less than, then)

- If you have not opted to hold Century Enka Shares as per Scheme of Arrangement between the Company and its Shareholders and approved by the Hon'ble High Court at Calcutta on September 11, 2001. Your share had been cancelled and equal number of 12% Secured Redeemable Cumulative Non-Convertible Debentures of Rs.71/- each were issued.
- As per terms of the issue of debentures, the said debentures were redeemed on 1st October, 2004 and Redemption cum Interest Warrant had already been dispatched in year 2004.
- If you have not received the Redemption cum Interest Warrant, the said amount had been transferred to Investor and Education Fund (IEPF) Authority.

- To claim Redemption cum Interest Warrant from IEPF Authority, you need follow procedure of claim of Dividend from IEPF Authority in Investor Relation Procedure section
- Under the said Scheme of Arrangement, 10 (ten) equity shares or less of CEL held in a folio in physical form were cancelled unless a written intimation was received from the shareholders on or before November 02, 2001 being the Record Date expressing their desire to continue to hold the equity shares. In lieu of the equity shares cancelled as aforesaid, equal number of 12% Secured Redeemable Cumulative Non-Convertible Debentures of Rs.71/- each were issued.

b) If you opted to hold Century Enka Shares or your shares are more than 10 in one folio

- If have not received dividend for the period more than seven years, your share has been transferred to Investor Education Protection Fund (IEPF) Authority.
- To claim share from IEPF authority, please follow procedure, claim share from IEPF authority in Investor Relation Procedure section
- You can claim shares in demat form only.
- If you not having Demat account, open a Demat Account with any Depository Participant of your area to claim share.
- If you are receiving dividend regularly then contact Depository Participant where you having your demat account for dematerialization of shares.
- Please send scan copy of your shares to the RTA email id or Company email id by communicating that you have submitted the share for dematerialization.

C. If you are holding Shares of Rajashree Polyfil Limited

- The said Company merged in Century Enka Limited effective from April, 1997.
- Submit the original share certificate of Rajashree Polyfil Limited to claim share certificates of Century Enka Limited.
- If you lost your share certificate, please complete the procedure of issue of duplicate Share Certificate.
- For procedure related to Duplicate Share Certificate, refer procedure for issue of duplicate shares in Investor relation procedure section.

D. If earlier, you were holding Shares of Rajashree Polyfil Limited and received share(s) of Century Enka Limited

- If number of share of Century Enka Limited is Ten or less than Ten in one folio--- Please refer procedure B(a) mentioned above.

- If number of share of Century Enka Limited is more than Ten --- Please refer procedure B(b) mentioned above.