

INTEGRATED REGISTRY MANAGEMENT SERVICES PRIVATE LIMITED

CIN: U74900TN2015PTC101466

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Date: 04-09-2018

Dear Sir/Madam,

Sub: **Dematerialization of Physical Shares held in V.S.T. Tillers Tractors Limited**

SEBI vide its Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June 2018 amended Regulation 40 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and notified SEBI (Listing Obligations and Disclosure Requirements) (Fourth Amendment) Regulations, 2018. With the amendment to Regulation 40, SEBI has mandated that the transfer of securities would be carried out in dematerialized form only, with effect from December 5, 2018.

Accordingly, you are hereby notified that, except in case of transmission or transposition of securities, requests for effecting transfer of securities shall not be processed unless the securities are held in the dematerialized form with a depository. Hence you are advised to kindly dematerialize the physical shares held by you.

Thanking You,
Yours faithfully,
For Integrated Registry Management Services Private Limited
Sd/-
Authorised Signatory

Frequently asked questions on Dematerialisation/Rematerialisation

A. What are the benefits of Dematerialisation of shares?

Shares held in DEMAT form have several advantages and helps eliminate many problems that investors have to face while dealing with securities. They minimize paperwork that is involved with the ownership, trading, and transfer of securities. It facilitates faster transactions and makes trade of securities extremely convenient. There are a wide range of advantages associated with a DEMAT account such as:-

- a. The risks pertaining to physical certificates like loss, theft, forgery and damage are eliminated completely with a DEMAT account.
- b. The lack of paperwork enables quicker transactions and higher efficiency in trading including immediate transfer of shares and faster settlement cycle.
- c. Ease in portfolio monitoring
- d. The shares that are created through mergers and consolidation of companies are credited automatically in the DEMAT account.
- e. There is no need to pay stamp duty on transfer of securities thereby bringing down the cost of transaction significantly.

B. How do I open an account with a Depository and will I be periodically informed about the movement in my electronic account? You may open an account with a Depository Participant ('DP') of your choice. As an investor you will interact with National Securities Depository Limited (NSDL) or Central Depository Services Limited (CDSL) through your Depository Participant. Your DP will allot you an account number which will serve as a reference for all your future dealings with them.

Your DP will update your account after each transaction, and would periodically furnish you with a statement of holding. You may verify this with them at the time of opening your electronic account.

C. How do I convert my paper/physical share certificates into an electronic holding? [Dematerialisation]

To dematerialize your paper/physical share certificates, following procedures to be followed:

- You should first open a Demat account with a DP of your choice
- You may then hand over to your DP, the Physical share certificates along with the 'Dematerialisation Request Form' (DRF).
- Only the securities registered in your name can be submitted for dematerialization.
- Your DP will then send the DRF and the physical share certificates to the Registrar and Share Transfer Agents of the Company (RTA), and an electronic request will also be sent through NSDL/CDSL network reconfirming the same.
- RTA will verify the documents and if found in order, the dematerialization request will be confirmed to NSDL/CDSL who will in turn inform to your DP.
- In the Register of Shareholders of the Company, your folio will be debited and the account of NSDL/CDSL will be credited in respect of such dematerialized securities.
- NSDL/CDSL in their electronic records will credit the account of your DP who will then credit your Demat account with the number of securities, that have been dematerialized and the securities will thereafter be held in electronic form.

This process would take approximately 15-20 days.

D. Will I continue to receive corporate benefits?

All the corporate benefits such as dividend, interest, bonus shares, rights shares will be issued to the beneficial owners i.e. the accountholders who hold the securities in electronic form. The dividend/interest amounts as and when declared/issued will be sent to you through your bankers directly. The entitlement of rights and bonus shares/debentures wherever applicable, will be credited to the beneficiaries accounts as per the investors' option and the terms of the issue.

E. How do I trade (buy/sell) in electronic form?

You may buy and sell securities in electronic form through the depository by co-ordinating with your broker and your DP. Such transactions would be simpler and faster. Payments for such transactions would be made in the same way as is done for physical certificates. Securities purchased in electronic form are credited to your Demat account on the T+2 working days ("T" means transaction day). there will not be any formalities of filing transfer deeds or applying to the Company for registration.

Such transactions are not routed through the Company and the debit/credit takes place directly in the Depository System. However, corporate benefits would be paid to the person holding such securities on the Record date/Book closure date as applicable.

F. How can I reconvert my electronic holding into paper/physical form? [Rematerialisation]

As per the existing guidelines, an investor can choose to reconvert his electronic holding into physical form at any time through his DP. On receipt of the rematerialisation request along with the 'Remat Request Form' (RRF) the Company will issue fresh certificates.