

[Pursuant to section 90(5) of the Companies Act, 2013, rule 2A, 6 and rule 7]

[<<Insert Company Name>>] (the "Company")

<<Insert Date>>

[By post/email]

To:

Name and address of significant beneficial owner/any other person

Date:

Subject: Notice under sub-section (5) of Section 90 of the Companies Act, 2013 and rules made thereunder

The Company has reasonable cause to believe that* :

- you are a significant beneficial owner of the company;
- have knowledge of the identity of significant beneficial owner/another personlikely to have such knowledge;
- being a member hold not less than 10% of the shares/voting rights/rights on dividend or any other distribution in the company
- have been a significant beneficial owner of the company during the three years immediately preceding the date of this notice, and

in respect of the above significant beneficial ownership, the return prescribed under Section 90 of the Act has not been filed in compliance with the Act.

You are accordingly advised to give the following information within 30 days of the date of this notice in accordance with the section 90 of the Companies Act, 2013:

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1. Name and Address of the Beneficial Owner
 2. PAN of the B.O
 3. Name of the person/entity/trust/body etc in whose name the shares/rights are registered/held
 4. Date of acquiring beneficial interest

5. Documents, terms and conditions or any other particulars regarding the BO ownership
6. Reason for not filing declaration in Form No. BEN-1.
7. Any other information incidental to or relevant or in your possession or knowledge to enable the company to evaluate this matter.

* A copy of Form No. BEN-1 is attached for compliance.

The abovementioned particulars should be submitted in writing to the registered address of the company not later than 30 days of the date of this notice failing which the company shall proceed in the matter without further notice as per the provisions of the Act.

Name & signature
(Person authorized to issue notice)

**Delete whichever is not applicable*

[F.No. 1/1/2018 CL-V]

K.V.R.Murty, Joint Secretary.

Note: The principal rules were published in the Gazette of India, Part II, Extra ordinary, Section 3, Sub-section (i) *vide* number G.S.R. 561(E), dated the 13th June, 2018.
