

## FAQ's on Dividend

### **1 - I have not received my dividend. What action do I take?**

#### **Answer:**

You may please write to our R & T Agent quoting the name of the company furnishing the particulars of the dividend not received and also quoting your folio number/client ID particulars (in case of dematted shares). They will verify the records and provide you with the status.

### **2 - What is the procedure for obtaining a duplicate dividend warrant?**

#### **Answer:**

If the dividend warrant is still shown as unpaid in the Bank Statement, our R & T Agent – Bigshare Services Pvt. Ltd shall issue a duplicate warrant to you expeditiously, on providing an indemnity bond.

### **3 - Can I claim the old dividends relating to past years which have not been received by me?**

#### **Answer:**

As per the present law, the dividends outstanding for the years earlier to 1995 if found unpaid / unclaimed, such amounts have been transferred to the Central Government. Unpaid/unclaimed dividends issued subsequent to the year 1995 and if such dividends are more than 7 years old, such dividends cannot be claimed. If you have not received any of these dividends, you may please write to our R & T Agent with relevant particulars like folio number, concerned dividend, etc., and then they shall clarify the status and arrange to pay the dividend if it remains unpaid as per the records provided they are not already transferred to the Investor protection fund.

### **4 - In order to protect against fraudulent encashment, I want to incorporate the details of my bank account in my dividend warrant. What is the procedure that I should follow?**

#### **Answer:**

Currently the bank account particulars are being overprinted on the dividend warrants wherever available and in the absence of the same, complete address is printed to avoid possible fraudulent encashment. In case you have not provided your bank account details in the past or wish to change, please forward a communication as stated below.

a) If you are holding shares in physical form, please quote the name of the company and give your folio number, details of name, of your bank and account number to us and our R & T Agent shall incorporate the same in all your future dividend warrants

b) If you are holding the shares in demat form, such details will have to be given to your Depository Participant with whom you have a demat account. Your Depository Participant in turn will pass on this information to the company through the Depositories NSDL/CDSL. This procedure is in accordance with depository regulations.

**5 - Why can't the Company/Registrars take on record the bank details in case of dematted shares?**

**Answer:**

As per the Depository Regulations, the Company concerned is obliged to pay dividend as per the details of demat shareholders furnished by the concerned Depository Participant. The Company or their Registrars cannot make any change in such records received from the Depositories.