



Communiqué for shareholders of UltraTech Cement Limited

In terms of Securities and Exchange Board of India Notification No. SEBI/LAD-NRO/GN/2018/24 dated 8th June, 2018, with effect from 5th December, 2018 requests for effecting transfer of securities shall only be processed if the securities are held in dematerialised form. Shareholder holding shares in physical form are requested to get their shares dematerialised to enable transfers thereof. Shareholders can however continue to make requests for transmission or transposition of securities held in physical form.

UltraTech Cement Limited remains committed in its effort towards building a greener world. We seek your continued support in this endeavour by:

- ♣ Opting for soft copies of notices, annual reports, among others
- ♣ Availing ECS, NEFT or RTGS for corporate benefits (e.g. dividend)
- ♣ Converting shares from the physical to the electronic format

The procedure involved for converting into electronic holding is fairly simple. You need to follow the steps mentioned hereunder:

- ♣ Open a de-mat account with a depository participant (DP)
- ♣ Fill in the demat request form (DRF*) and submit the same with the physical certificate(s) to the DP for dematerialisation
- ♣ After de-facing the certificate, the DP will send the share certificates to the registrar and transfer agent (RTA) for scrutinising basic signature and mismatches and joint account ownerships and thereafter crediting the relevant number of securities in the demat account

**DRFs can be obtained from the DPs with whom the demat accounts have been opened*

In addition to making the earth a greener place to live in, going paperless also offers other benefits, namely:

- ♣ Elimination of 'risks' (loss/mutilation/theft) and 'bad deliveries'
- ♣ Immediate transfer and registration of securities
- ♣ Faster receipt of securities during corporate restructuring
- ♣ Waiver of stamp duty on physical transfer
- ♣ Ease in terms of recording changes of address, transmission, among others, and monitoring of portfolio

Consolidation

If you are holding shares in identical order of names in more than one folio, please send the details of such folios to the Company along with the necessary share certificates. We will consolidate the holdings into one folio and issue new share certificate(s).

Investor Education and Protection Fund (IEPF)

While submitting form IEPF#5 for claiming shares/dividend, please visit www.iepf.gov.in for basic instructions that need to be followed and documentation that need to be submitted for registering claims.

For claiming shares, irrespective of the number of shares being claimed and dividend only when the amount of dividend being claimed exceeds Rs. 10,000, the indemnity bond should be issued on a duly notarised non-judicial stamp paper worth Rs.500.

Note:

- ♣ Dividends for shares that remain unclaimed for seven consecutive years from the date of declaration shall be transferred by the Company to the IEPF. Hence, please remember to claim your dividend lest they be transferred to the IEPF.