

# GENUS POWER INFRASTRUCTURES LIMITED

(Registered Office: G-14, Sector-63, Noida-201307, Uttar Pradesh)

(Tele-fax: +91-120-4227116; E-mail: cs@genus.in; Website: www.genuspower.com) (CIN: L51909UP1992PLC051997)

(Corporate Office: SPL-3, RIICO Industrial Area, Sitapura, Tonk Road, Jaipur-302022 (Rajasthan))

(Tel: +91-141-7102400/500; Fax: +91-141-2770319/7102503)

Mr.

.....

Dated: 17-07-2017

**Ref.: DPID-CLID:**

Dear Shareholder,

## **Sub: Transfer of Equity Shares of the Company to Investor Education and Protection Fund (IEPF) Authority**

Pursuant to provision of section 124(6) of the Companies Act, 2013 (the "Act") and the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (the "Rules"), as amended from time to time, all shares, in respect of which dividend has not been paid or claimed for seven consecutive years or more, shall be transferred by the company in the name of the Investor Education and Protection Fund (IEPF) Authority.

In view of above, we would like to inform you that as per our record, the following equity shares of the Company belonging to you are due to be transferred to the IEPF Authority as mentioned above:

S. No.	Name of Sole/First Shareholder	DPID-CLID	Number of Shares
1	.....	.....	.....

You are requested to claim the following unpaid/unclaimed dividend, if pertaining to you, by writing a letter to the Company to issue duplicate Dividend Warrant in lieu of the original Dividend Warrant, along with an undertaking (format attached) duly executed, if dividend remains unpaid as on the date of issue of duplicate dividend warrant:

S. No.	Financial Year	Unpaid/Unclaimed Dividend Amount (Rs.)
1	.....	.....
2	.....	.....
3	.....	.....
4	.....	.....
5	.....	.....
6	.....	.....
7	.....	.....

The Company has uploaded the full details of such shares, due for transfer to IEPF Authority on its website at [www.genuspower.com](http://www.genuspower.com). Shareholders are requested to visit the Investor Section of the company's website to verify the details of un-encashed dividends and the shares liable to be transferred to IEPF Authority.

A communication dated December 01, 2016 has already been sent to the concerned shareholders in respect of shares liable for transfer to IEPF Authority during the financial year 2016-17 as per the prevalent IEPF Rules.

Please note that in case you do not claim the above mentioned unpaid/unclaimed dividend lying with the Company in respect of your above mentioned shares on or before October 19, 2017 or such other date as may be extended, the said shares held in your name, on which dividend has not been paid or claimed by you for seven consecutive years or more, shall be transferred to IEPF Authority by way of corporate action by the due date as per procedures stipulated in the Rules, as amended from time to time, and no further correspondence shall be entertained in this regard. Once these shares are transferred to the IEPF Authority by the Company, such shares may be claimed back only from the IEPF Authority by following the procedure prescribed under the Rules.

Yours truly,

For Genus Power Infrastructures Limited

Sd/-

(Ankit Jhanjhari)

Company Secretary

Place: Jaipur

Encl. as above

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Mr.

.....

Dated: 17-07-2017

**Ref.: Folio No.:**

Dear Shareholder,

## **Sub: Transfer of Equity Shares of the Company to Investor Education and Protection Fund (IEPF) Authority**

Pursuant to provision of section 124(6) of the Companies Act, 2013 (the "Act") and the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (the "Rules"), as amended from time to time, all shares, in respect of which dividend has not been paid or claimed for seven consecutive years or more, shall be transferred by the company in the name of the Investor Education and Protection Fund (IEPF) Authority.

In view of above, we would like to inform you that as per our record, the following equity shares of the Company belonging to you are due to be transferred to the IEPF Authority as mentioned above:

S. No.	Name of Sole/First Shareholder	Folio Number*		Number of Shares*
1		Old Folio before sub-division (Face Value of Rs.10 each):		
		New Folio after sub-division (Face Value of Re.1 each):		

*\*Note: You are entitled to new share of face value of Re.1 only, which was issued upon sub-division of share of face value of Rs.10 each into Re.1 each.*

You are requested to claim the following unpaid/unclaimed dividend, if pertaining to you, by writing a letter to the Company to issue duplicate Dividend Warrant in lieu of the original Dividend Warrant, along with an undertaking (format attached) duly executed, if dividend remains unpaid as on the date of issue of duplicate dividend warrant:

S. No.	Financial Year	Unpaid/Unclaimed Dividend Amount (Rs.)
1		
2		
3		
4		
5		
6		
7		

The Company has uploaded the full details of such shares, due for transfer to IEPF Authority on its website at [www.genuspowers.com](http://www.genuspowers.com). Shareholders are requested to visit the Investor Section of the company's website to verify the details of un-encashed dividends and the shares liable to be transferred to IEPF Authority.

A communication dated December 01, 2016 has already been sent to the concerned shareholders in respect of shares liable for transfer to IEPF Authority during the financial year 2016-17 as per the prevalent IEPF Rules.

**Please note that in case you do not claim the above mentioned unpaid/unclaimed dividend lying with the Company in respect of your above mentioned shares on or before October 19, 2017 or such other date as may be extended, the said shares held in your name, on which dividend has not been paid or claimed by you for seven consecutive years or more, shall be dematerialised and transferred to IEPF Authority by way of corporate action by the due date as per procedure stipulated in the Rules, as amended from time to time, and no further correspondence shall be entertained in this regard. Once these shares are transferred to the IEPF Authority by the Company, such shares may be claimed back only from the IEPF Authority by following the procedure prescribed under the Rules.**

Yours truly,

For Genus Power Infrastructures Limited

Sd/-

(Ankit Jhanjhari)

Company Secretary

Place: Jaipur

Encl. as above

**Letter of Undertaking**  
**(For issue of duplicated dividend warrant)**  
**(To be executed on Rs.20/- Non Judicial Stamp Paper)**

To,  
Genus Power Infrastructures Limited  
(Formerly: Genus Overseas Electronics Limited)  
SPL-3, RIICO Industrial Area, Sitapura, Tonk Road,  
Jaipur-302022 (Rajasthan)

I, \_\_\_\_\_ son of Shri \_\_\_\_\_ by occupation \_\_\_\_\_, residing at \_\_\_\_\_, who is holding \_\_\_\_\_ equity shares under Folio No./DPID&CL.ID \_\_\_\_\_ in M/s. Genus Power Infrastructures Limited (hereinafter referred to as the "company") hereby request you to issue me duplicate dividend warrants for;

- (1) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (2) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (3) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (4) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (5) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (6) Rs. \_\_\_\_\_ for the year \_\_\_\_\_
- (7) Rs. \_\_\_\_\_ for the year \_\_\_\_\_

issued to me earlier, which have been lost & not traceable and have not been encashed by me.

In case at a later date it is proved that the amount has been credited to my account earlier, I, undertake to refund the amount paid through such duplicate dividend warrant alongwith interest @ 18% p. a, till the date of payment.

I / we hereby for myself, my heirs, Executors, Administrators, and Assignees, agree to indemnify and save harmless and to pay the company against all claims, damages, costs, charges, demands and expenses which may be made against or suffered or incurred by the company by reason of and in consequence of such issue of duplicate Dividend Warrant or otherwise howsoever in relation thereto.

I / we hereby unconditionally and irrevocably submit to the exclusive jurisdiction of the competent Forum in Jaipur (Rajasthan) with regard to any question or matter arising out of this undertaking and any other documents that may be executed by me in pursuance hereof arising therefrom.

I / we solemnly affirm and declare that whatever stated hereinabove is true and correct to the best of my knowledge and belief.

Name / Address / Signature of Shareholder(s)

Name/Address/Signature of Shareholder(s)

(1). Sole / First holder:

(2). Second Holder

Date :

Place :

Note: This letter of undertaking should be duly attested by the Bank Manager specifying the account no. or Notarised.