

# B & A LTD

CIN : L01132AS1915PLC000200

Registered Office : Indu Bhawan, Mahatma Gandhi Road, Jorhat, Assam - 785 001

Corporate Office : 113, Park Street, 9th Floor, Kolkata - 700 016

Phone : 033 2265 7389, (033) 4004 7472, Fax : (033) 2265 1388

Email : investorrelations@bandaltd.in, Website : www.barooahs.com



Ref. No. : B&A/SEBI/

Dear Shareholder,

**Re : DETAILS OF BANK ACCOUNT, EMAIL ID ETC.**

We would like to inform you that Securities & Exchange Board of India vide their circular no. SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20.04.2018 directed Companies to make payment of dividend to the shareholders through approved electronic modes or by physical instrument incorporating bank details of the shareholders. As such, the updated bank details of the shareholders must be maintained by the Companies and if not available, the same must be obtained from the concerned shareholders.

Accordingly, shareholders holding shares in physical form and/or receiving their dividends by Warrant/Demand Draft etc. are requested to fill in the form enclosed with this letter and submit it along with an original cheque (bearing printed name of the shareholder), duly cancelled, to our Registrar and Share Transfer Agent M/s MCS Share Transfer Agent Ltd., 12/1/5 Manoharpukur Road, Kolkata - 700026 to enable them to update our record for payment of any future dividend in Electronic mode. Please note that your signature in the form should be attested by your Bank. For shareholders not having cheque bearing their printed name, we request to provide copy of bank passbook / statement attested by the bank. Shareholders are also requested to provide a copy of their PAN card along with the form to comply with the requirement of the aforesaid SEBI directives.

You are also requested to forward your Email Id and Phone No. for our record as well as for receiving communications by electronic means in accordance with various circulars issued by the Ministry of Corporate Affairs from time to time.

Please provide the aforesaid information latest by 18th July 2018.

**However, shareholders, holding shares in demat form are requested to submit the details as above to their respective Depository Participants (DP) where they are maintaining their Demat account by 18th July, 2018, in the enclosed format or in the applicable format as may be provided by DP for registering ECS mandate.**

Thanking you,

Yours faithfully

For B & A Ltd.

Sd/-

D. Chowdhury

Company Secretary

Place : Kolkata

Date : 27.06.2018

Encl : as above

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## BANK DETAILS, EMAIL ID ETC. REGISTRATION FORM

To :

MCS Share Transfer Agent Ltd.

Unit : B & A LTD.

12/1/5, Manoharpukur Road

Kolkata - 700 026

**(for physical holders)**

To :

.....  
.....  
.....  
.....

**(Name & address of DP for Demat holders)**

Dear Sirs

I/We give my consent to update the following details in your records for effecting payment of dividend and sending other communications by electronic means in compliance with the circulars as referred to your letter dated 27/06/2018.

Folio No. / DP-Client Id : \_\_\_\_\_

Name of the First/Sole holder : \_\_\_\_\_

Bank's Name : \_\_\_\_\_

Branch's Name & Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Account No. : \_\_\_\_\_ Account Type (SB/Current) : \_\_\_\_\_

IFSC Code : \_\_\_\_\_ MICR Code : \_\_\_\_\_

PAN : \_\_\_\_\_ Email Id : \_\_\_\_\_ Phone No. : \_\_\_\_\_

Date :

\_\_\_\_\_  
Signature of First/Sole Holder  
(attested by Bank)

Encl : Original cancelled cheque

Copy of self-attested PAN Card