Dear Sir(s),

Sub: **Intimation regarding Issue of Duplicate Share Certificate**

Further to our letter dated 06.09.2019, please find enclosed the intimation letter dated January 07, 2020, received from our RTA – Maheshwari Datamatics Private Limited alongwith postal receipt, providing information regarding issue of duplicate share certificate to the shareholder of the Company.

This information is being submitted pursuant to the provisions of Regulation 39(3) of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015.

This is for your information and record.

Thanking you,

Yours faithfully,

For Star Cement Limited

Debabrata Thakurta
(Company Secretary)

Encl. as stated
Dear Sir(s) / Madam,

This refers to your letter No._____________ dated_____________ and we would like to advice you as follows:

1. Action is being taken in your matter and we would revert to you on the subject shortly.

2. We have registered the ___________________________ under Serial No (s)__________________________ dated__________________________ and the original / copy thereof is being returned herewith/retained by us.

3. We have noted your Mandate/Change of address/details of Bank Account, which will remain operative till further notice.

4. We enclose:
   (i) Pay Order / Dividend Warrant No. (s)__________________________ dated__________________________ for the year__________________________ for Rs.__________________________ respectively duly re-validated. This is / These are duplicate (s) issued in lieu of original (s) thereof.
   (iii) Share Certificate No (s)__________________________ duly corrected / transmitted / sub-divided consolidated / endorsed / replaced / rematted / split.

5. Your Dividend / Pay Order(s)__________________________ dated__________________________ for the year__________________________ was/were returned undelivered. The said instrument is / are enclosed which is / are within the validity period.

6. Our cover containing the ____________________________ was sent by__________________________ has not been returned undelivered till date by the postal Authority Registration No.__________________________ dated__________________________.

7. The Document(s) mentioned in your letter under reply does / do not appear to have been received by us.

8. Since the communication / document sent by you has not been signed by__________________________ we could not take any action.

9. Kindly acknowledge the receipt.

Thanking You,

Yours faithfully,

For MAHESHWARI DATAMATICS PVT. LTD.

REGISTRARS
Encl. as above