



A member of *The Oberoi Group*

Investors Services Division – 7, Sham Nath Marg, Delhi-110024

Telephone: 91-11-2389 0505

Registered Office: 4, Mangoe Lane, Kolkata-700 001

Telephone: 91-33-2248 6751 Facsimile: 91-33-2248 6785

E-mail: isdho@oberoigroup.com

CIN: L55101WB1949PLC017981

REGISTERED POST

1st November, 2016

Ref: Folio No/ DP. ID.- Client ID

No. of Shares.

Dear Shareholder(s)

Sub: Transfer of Shares to Investor Education and Protection Fund (IEPF)

We refer to the various reminders sent to you by the Company requesting you to claim your dividend(s) before the same is transferred to IEPF. Pursuant to provisions of Section 124(6) of the Companies Act, 2013 (Act) read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (IEPF Rules), the Company is required to transfer the shares for which dividend has not been claimed for 7 (seven) consecutive years to Investor Education and Protection Fund(IEPF).

As per the records of the Company, we note that you have not claimed the dividend for the Financial Year 2008-09, the last date of claiming was 23rd September, 2016. Accordingly, the said dividend has been transferred to IEPF on 6th October, 2016. We have further noted that the dividend for the consecutive seven years from the Financial Year 2009-10 to interim dividend for the Financial Year 2015-16 is also not claimed by you and accordingly in terms of aforesaid provisions, the Company is required to transfer the aforesaid number of equity shares of Rs. 2 each held by you in the aforesaid folio/ depository account to IEPF.

You may further note that the after the transfer of shares any corporate benefit arising out of your shareholding in the Company shall be credited in favour of IEPF.

For Claiming these shares and dividend, please write to the Investor Service Division, EIH Limited, 7 Sham Nath Marg, Delhi - 110054, isdho@oberoigroup.com, invcom@oberoigroup.com or call on 011-23890505 within 15 days from the date of receipt of this letter failing which we will have no other option but to transfer the shares held by you to IEPF.

Upon transfer of shares to IEPF, Shareholders can only claim the shares from the IEPF. For claiming such shares, the shareholders are required to follow the following procedure:

- a) Make an online application in Form IEPF-5 available on the website www.iepf.gov.in along with the fee as may be prescribed by the Central Government from time to time;
- b) Send a copy of the online application duly signed by him/her alongwith all documents mentioned in Form IEPF-5 to the Company's Investors Services Division, 7, Sham Nath Marg, Delhi - 110 054 for verification of his/her claim;
- c) The Company shall, within 15 days of receipt of the claim form, send a verification report to the IEPF Authority alongwith all documents submitted by the claimant;
- d) On verification, the IEPF Authority shall release the shares directly to the claimant.

Assuring you of our best services at all times.

Thank you,

Sincerely,

For EIH Limited

Sd/-

S.N. Sridhar

Sr. Vice President & Company Secretary