

PROCEDURE FOR CLAIMING DIVIDEND FROM THE COMPANY

The Dividend (Final/Interim) declared by the Company for any financial year, is deposited into a separate bank account and the same is disbursed to the eligible shareholders within the statutory limit of 30 days, either through electronic mode or by issuing dividend warrants.

Dividend amount which remains unpaid / unclaimed in the dividend account after 30 days from the date of transfer of the amount to the dividend account, shall be transferred to unpaid dividend account and will remain in that account for a period of 7 years. Any shareholder who has not received dividend, can make a claim for receipt of the same, either to the Company or to the Company's Registrar and Transfer Agent, Linkin time India Pvt. Ltd., by following the below mentioned procedure:

1. A request letter with complete contact information of the shareholder either through e-mail or post. Request letter shall be accompanied by a cancelled cheque/copy of Bank Pass Book with the following details;
 - a. Name of shareholder
 - b. Bank Account No.
 - c. Nature of Bank Account (Savings Account/Current Account)
 - d. Branch address of the Bank
 - e. IFSC code
 - f. MICR code
2. Shareholders can attach a copy of stale Dividend Warrant/DD, if any, issued by the Company.
3. The shareholder may update any change in his bank account to the Stock Broker, if shares are held in dematerialized form. If the shares are held in physical form, he can inform either the Company or the RTA, with a copy of the cancelled cheque or bank pass book with full particulars of bank account as mentioned above.
4. The Company after due verification of the records in consultation with RTA will arrange to make payment via. Direct Credit/NEFT/RTGS modes only in lieu of the uncashed dividend warrant(s)/Demand Drafts. No physical instruments will be issued by the Company in this regard.

Address for investor correspondence

The Shareholder can, for claiming dividend, contact either the Secretarial Department of the Company or the RTA, in the below given address;

<p>The Company Secretary V-Guard Industries Limited 42/962, Vennala High School Road, Vennala, Ernakulam – 682028 Phone: 0484-3005616/5639/5643 e-mail: jayasree@vguard.in; secretarial@vguard.in; cscpliance@vguard.in</p>	<p>Ms. Dhanalakshmi S Link Intime India Private Limited Surya, 35, Mayflower Avenue, Behind Senthil Nagar, Sowripalayam Road, Coimbatore – 641028 Phone: 0422-2314792, E-mail: dhanalakshmi.s@linkintime.co.in</p>
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