



# PAUL MERCHANTS

**Paul Merchants Limited**

An ISO 9001 : 2015 Certified Company CIN : L74900DL1984PLC018679

Corp. Office. : PML House, SCO 829-830, Sector 22-A, Chandigarh-160022

Ph. 0172-5041740, 5041757, 5041792 Fax : 0172-5041713

Regd. Office : DSM 335, 336, 337, 3rd Floor, DLF Tower, 15, Shivaji Marg,

Najafgarh Road, New Delhi-110015 Ph. : 011-48702000

[www.paulmerchants.net](http://www.paulmerchants.net) [info@paulmerchants.net](mailto:info@paulmerchants.net)

Corporate Relations Department,  
BSE Limited,  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai- 400001

PML/CS/BSE/2023/83

**Date:** June 16, 2023

**SUBJECT: - INTIMATION UNDER REGULATION 30 OF SEBI (LISTING OBLIGATIONS & DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 – REMINDER LETTER TO SHAREHOLDERS FOR CLAIMING UNCLAIMED DIVIDENDS**

**SCRIP CODE: - 539113**

Respected Sir/Madam,

In compliance with the provisions of Regulation 30 read with Schedule III Part A Para A(12) of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, and para A(12) of Annexure I to the SEBI Circular No. CIR/CFD/CMD/4/2015 dated September 9, 2015 this is to inform you that the Company has sent reminders via email/ registered post to eligible shareholders on June 16, 2023, who have not claimed their dividend for the financial year 2019-20, requesting them to claim the same.

Further, the information pursuant to the above said circular, to the extent applicable to the matter, is as follows:-

**12.1. Date of notice/call letters/resolutions etc.;** 16.06.2023

**12.2. Brief details viz. agenda (if any) proposed to be taken up, resolution to be passed, manner of approval proposed etc.:** Letter to the shareholders, who have not claimed their dividend for the financial year 2019-20, requesting them to claim the same.

Copy of the reminder letter is enclosed herewith. The above information will also be available on the website of the Company.

Kindly take the same on record and acknowledge.

Thanking You.

For **PAUL MERCHANTS LIMITED**

HARDA Digitally signed by  
HARDAM SINGH  
M SINGH Date: 2023.06.16  
17:37:08 +05'30'

**HARDAM SINGH**  
**COMPANY SECRETARY CUM COMPLIANCE OFFICER**  
**FCS 5046**



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Ref: PML/CS/DIV/2023/

Dated: 16.06.2023

Name of the Shareholder:

Dear Shareholder/ Investor,

**SUBJECT: Reminder for Unclaimed dividend**

REF: FOLIO/DP ID/CLIENT ID:

This is to bring to your kind notice that the following amount(s) declared by the Company as dividend for the respective financial year mentioned below on shares held by you in the Company, remain unpaid/unclaimed as per the Company's record and has not been encashed by you as on date:

Dividend for the Financial Year	Warrant Date	Amount (Rs)	Warrant No.

Please note in case the aforesaid dividend amounts remain unpaid/unclaimed for seven consecutive years or more, the same shall become liable to be transferred to the Investor Education and Protection Fund (IEPF) in accordance with the applicable provisions of the Companies Act, 2013. As you are aware, dividend declared by the Company is remitted either electronically or by sending dividend warrant(s) to the registered address of the shareholders.

In view of above, kindly surrender the original dividend warrant(s). In case the original warrant(s) has/have been misplaced or is/are not traceable, kindly execute and submit an Application-cum-Undertaking in the form attached herewith, along-with a duly signed request letter (format attached); for release of the aforesaid unclaimed dividend amount(s), quoting your Folio No./DP Id-Client Id. All requests for release of unclaimed / unpaid dividend should be accompanied with following documents:

- I. Original unclaimed warrant(s), if applicable;
- II. Duly executed application cum undertaking;



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- III. Copy of the updated Client Master List, PAN card along with cancelled cheque is to be submitted. Payment will be made to the Bank Account registered against the said demat account

## UPDATION OF INFORMATION

The Securities and Exchange Board of India (SEBI) has vide Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/655 dated November 3, 2021 read with SEBI Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2021/687 dated December 14, 2021 and SEBI Circular No. SEBI/HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated March 16, 2023 mandated furnishing of PAN, KYC details (i.e. Postal Address with Pin Code, email address, mobile number, Bank account details etc.) and nomination details in prescribed forms by September 30, 2023

Members are requested to update the aforesaid details with their respective Depository Participants.

For any queries in respect of above matter, shareholders may contact the undersigned at the Corporate office of the Company, (Ph): 0172-5041740, Email: [investor.redressal@paulmerchants.net](mailto:investor.redressal@paulmerchants.net) or Mr. Ram Avtar Pandey - Deputy Manager M/s. Alankit Assignments Limited, the Registrar & Share Transfer Agent (RTA) of the Company at Alankit Assignments Limited| Alankit House| 4E/2 Jhandewalan Extension| New Delhi - 110055, INDIA (B) + 91-11-4254 1234 | (D)+91-11-4254 1955 | (M) +91-89 29 955318 | (F) +91-11-4254 1201, +91-11-2355 2001 | (E) [ramap@alankit.com](mailto:ramap@alankit.com)

Yours truly,

For **PAUL MERCHANTS LIMITED**

**SD/-**  
**(HARDAM SINGH)**  
**COMPANY SECRETARY & COMPLIANCE OFFICER**  
**FCS 5046**



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## REQUEST LETTER FOR CLAIMING UNCLAIMED DIVIDEND

To,

Paul Merchants Limited

Corporate office: PML HOUSE, SCO 829-830

Sector 22-A, Chandigarh

PIN Code: 160022

**Subject: Payment of unclaimed dividend**

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

Dear Sir/ Madam

This is to confirm that I/We \_\_\_\_\_ shareholder(s) of Paul Merchants Limited, have lost/ misplaced/ not received / not encashed dividend(s) (please tick whichever is applicable), as detailed below:

Dividend for the Financial Year	Amount (Rs.)
2019-20	

You are requested to kindly arrange for the payment of the aforesaid unpaid dividend.

Thanking You,

Yours sincerely.

Name:

Address :



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## Application-Cum-Undertaking

### FOR PAYMENT OF UNPAID/UNCLAIMED DIVIDEND

**(To be executed on Rs.100/- Non-Judicial Stamp paper if the amount to be claimed more than Rs.1500/-)**

Paul Merchants Limited

Corporate office: PML HOUSE, SCO 829-830

Sector 22-A, Chandigarh

PIN Code: 160022

REF : FOLIO/DPID/CLIENT ID:

I/We hereby confirm that I/We have not encashed any of the Dividends paid by the Company and/or have lost/misplaced/not received (please tick whichever is applicable) dividend warrant as per details given below:

Dividend for the Financial Year(s)	Warrant Date	Amount(Rs)	Warrant No.

In consideration of your crediting the amounts directly to my bank account as mentioned below or issuing to me Demand Draft(s)/Pay Order(s) in lieu of the Dividend Warrant(s) lying unclaimed/unpaid in my name and which are irretrievable /lost or misplaced, I/We here by agree and undertake to hold the Company, its Directors and officers harmless and to keep them protected from/against all losses, costs or damages which you may sustain or incur by reason of the Company issuing Demand Draft(s)/Pay Order(s) or by the original Dividend Warrant(s) being, at any time, found and presented for payment by any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in anyway interested therein. I/We further agree and undertake to return to you the original Dividend Warrants, should it be found by me/us or again come in to my/our possession at any time hereafter.

	Name:	Signature:
First Holder :		
Joint Holder 1:		
Joint Holder 2:		



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Address of First Holder		
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Bank Account Details : (for electronic credit of unpaid/ unclaimed dividends and all future dividends)

Name of the Bank	
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Name of the Branch	
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Account Number (as appearing in your cheque book)	
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Account Type (Saving/ Current/ Cash Credit) please tick appropriate box	10 - Digit Saving A/c No.	11 - Digit Current A/c No.	13 - Digit Cash Credit A/c No

9 Digit MICR Number (as appearing on the MICR cheque issued by the bank)									
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(Please enclose a photocopy of a cancelled cheque for verification)

11 Digit IFSC Code										
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Witness1:	Witness2:
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Name :	Name :
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Address :	Address :
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Signature :	Signature :
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Dated:

Note: For the undertaking to be considered complete, please ensure the address and bank details of first holder and joint holder(s), as applicable, are filled correctly and it is duly signed by all the holders and two witnesses.