

Ref : KCL/MMF/DIV/1

Reminder -1

Date:

Name :

Address :

Tel: +91 22 66526000

Fax: +91 22 24984170

+91 22 24984171

Dear Shareholder,

Unit: **Mahindra & Mahindra Financial Services Limited**

Sub: **Unclaimed Dividend pertaining to Financial Years 2012-13 to 2018-19 and Transfer of Equity Shares of the Company to Investor Education and Protection Fund (IEPF) Demat Account**

Ref : **Folio No. / DPID-Client ID.:**

We draw your kind attention to the Dividend Warrants issued to you for the Dividend declared by Mahindra & Mahindra Financial Services Limited ("the Company") pertaining to Financial Years 2012-13 to 2018-19 for shares held by you in the Company.

We find from our records that the said dividend warrant(s) has not been encashed by you. As you may be aware, as per section 124(5) of the Companies Act, 2013 ("the Act"), any money transferred to the Unpaid Dividend Account of the Company pursuant to this section, which remains unpaid or unclaimed for a period of seven years from the date of such transfer shall be transferred by the Company to the Investor Education and Protection Fund ("IEPF") established by Central Government. The Company has been regularly uploading on its website as also on the website of the Ministry of Corporate Affairs, Government of India, full details of such unpaid or unclaimed dividends before transferring the same to IEPF.

**Please note that pursuant to section 124(6), all Shares in respect of which Dividend has not been paid or claimed for seven consecutive years or more from the financial year 2012-13, shall also be transferred to IEPF.**

The Ministry of Corporate Affairs had notified the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 effective from 7<sup>th</sup> September, 2016 and amendments thereto ("herein referred to as the Principal Rules"). The Principal Rules, amongst other matters, contain provisions for transfer of all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more as aforesaid to the DEMAT Account of the IEPF.

In view of the above, we request you to claim the said dividends at the earliest as the same will be transferred to the IEPF after a period of seven years. **Thereafter no claim shall lie against the Company in respect of the unclaimed Dividend amounts and Shares transferred to the IEPF.**

**Kindly note that all subsequent corporate benefits accruing on such shareholding shall also be credited in favour of the IEPF Authority.**

As per our records, the following dividends which were paid/remitted to you are remaining unpaid/unclaimed as on date:

Financial year ended	Date of declaration of Dividend	No. of Equity Shares	Warrant Number	Dividend Amount (Rs.)
Total				

**Note - Unpaid Dividends upto Financial Year 2011-12 have already been transferred to IEPF.**

#### **ACTION TO BE TAKEN BY THE SHAREHOLDER**

You are requested to immediately claim your unpaid dividends and avoid the transfer of your shares to IEPF by sending the following documents to us or to Karvy Fintech Pvt. Ltd., Registrar and Transfer Agents of the Company at the address mentioned below:

- Self-attested copy of PAN Card and Address Proof (viz. Aadhar Card, Electricity Bill, etc.)
- Copy of Cancelled Cheque
- Enclosed Application-cum-Undertaking duly filled and signed

In case you are holding the original dividend warrant(s), please forward the same to us. In case the dividend warrant(s) is not traceable or is lost, please return the enclosed Application-cum-Undertaking along with the documents as mentioned above.

You are requested to mandatorily update your NACH with Company's Registrar and Transfer Agent/ Depository Participants, as the case may be, to enable timely payment of your dividend in future, through NACH facility.

Please ensure that your reply should reach us at the earliest to enable us to take appropriate action in the matter.

Please note that you may claim from IEPF Authority both the unclaimed dividend amount and the Equity Shares transferred to IEPF Authority by submitting an online application in **Form IEPF-5** available on the website [www.iepf.gov.in](http://www.iepf.gov.in). Upon submission, Form IEPF-5 shall be transmitted online to the Nodal Officer of the Company for verification of claim. You are requested to please send physical copy of Form IEPF-5 along with physical Share Certificate(s), Indemnity Bond, Advance Receipt and any requisite document(s) enumerated in the said Form IEPF-5 duly signed by you (**as per registered specimen signature**) to the Nodal Officer of the Company or to Karvy Fintech Pvt. Ltd., Registrar and Transfer Agents of the Company at the address mentioned below for verification of your claim.

In case if you have any queries or need any assistance in this regard, please contact:

<p>Company Secretary/ Nodal Officer <b>Mahindra &amp; Mahindra Financial Services Limited</b> Mahindra Towers, 4<sup>th</sup> Floor, Dr. G. M. Bhosale Marg, Worli, Mumbai – 400 018. Tel. No. : +91 22 66526000 <b>Website:</b><a href="http://www.mahindrafinance.com">www.mahindrafinance.com</a> <b>Email:</b> <a href="mailto:investorhelpline_mmfsl@mahindra.com">investorhelpline_mmfsl@mahindra.com</a></p>	<p><b>KFin Technologies Private Limited</b> <b>Unit: Mahindra &amp; Mahindra Financial Services Limited</b> Selenium, Tower B, Plot No. 31-32, Gachibowli, Financial District, Nanakramguda Hyderabad – 500 032. Ph: + 91 40 67162222 <b>Email:</b> <a href="mailto:inward.ris@karvy.com">inward.ris@karvy.com</a> <b>Website:</b> <a href="https://www.kfintech.com">https://www.kfintech.com</a> Toll Free No.: 1800-345-4001</p>
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Thanking you,

**Yours Faithfully,**  
**For Mahindra & Mahindra Financial Services Limited**

sd/-  
**Arnavaz M. Pardiwalla**  
**Company Secretary & Compliance Officer/ Nodal Officer**

Encl : As above

Regd. Office: Gateway Building, Apollo Bunder, Mumbai 400 001 India  
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CIN: L65921MH1991PLC059642  
Email: [investorhelpline\\_mmfsl@mahindra.com](mailto:investorhelpline_mmfsl@mahindra.com)

**Mahindra FINANCE**