NICCO PARKS & RESORTS LIMITED

CIN: L92419WB1989PLC046487,
Registered office: 'Jheel Meel', Sector IV, Salt Lake City, Kolkata – 700 106, Tel: (033) 66285528 / 5518, Fax: (033) 23572116, Website: www.niccoparks.com, E-mail: niccopark@niccoparks.com

Date: 12.06.2020

Dear Shareholder(s),

Sub: - Transfer of Equity Shares in case of unclaimed dividend in previous seven consecutive years of the Company to Investor Education and Protection Fund (IEPF) pursuant to Section 124(6) of the Companies Act, 2013 from F.Y.2012-2013.

This has reference to the captioned subject.

a) Ministry of Corporate Affairs (MCA) has notified new Rules viz. 'Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended. ('Referred to as the 'Rules'). The said Rules interalia contain provisions for transfer of all shares to IEPF in respect of which dividend has not been paid or claimed by the shareholders for seven consecutive years or more.

b) As per the applicable provisions of the Companies Act, 2013 (the Act), all unpaid dividends are required to be transferred by the company to the IEPF established by the Central Government, after completion of Seven years from the date they became due. Details of such unclaimed dividends are regularly updated on the website of MCA as well as the Company's website.

c) As per our records the amount(s) of dividends indicated in the annexure is/are lying unpaid/unclaimed in your folio/demat account. You are therefore requested to claim the un-encashed dividend due to you, by returning the **Application-Cum-Undertaking** (Annexed herewith) duly signed by you to R&D Infotech Private Limited, the Registrar and Transfer Agent of the Company on or before **12.09.2020.**

d) In case we do not receive the Request Form from you on or before **12.09.2020**, we shall initiate necessary action to transfer the above shares to IEPF, as per the said Rules.

e) However, both the Unclaimed Dividend Amount and the Shares can be claimed from the IEPF Authority by making an application in the prescribed Form IEPF-5 online and sending the physical copy of the same duly signed (as per the specimen signature registered with the company) alongwith requisite documents enumerated in the Form IEPF-5 to the Company. Please note that no claim shall lie against the Company in respect of shares/ dividend transferred to IEPF pursuant to the said Rules which are as under:

   (i) In case of shares held in physical form by issuance of duplicate share certificate & thereafter transferring the same to IEPF suspense a/c, accordingly, the original Share certificate(s) held by you shall automatically stand cancelled: and

   (ii) In case of shares held in Demat Form, by transfer of shares directly to IEPF suspense a/c

f) 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 Registrar and Transfer Agents of the Company at the address mentioned below, on or before **12.09.2020.**

- 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 NECS with Company's Registrar and Transfer Agent /Depository Participants, as the case may be, to enable timely payment of your dividend in future, through NECS facility.

g) In case of any problem please contact the Company/Registrar & Transfer Agent as per the details furnished hereinbelow:-

Mr. Rahul Mitra , President & Company Secretary Nicco Parks & Resorts Limited, SaltLake City, Sector-IV, Kolkata- 700 106. E-mail: rahul@niccoparks.com Ph: 033-66285528/18 Website: www.niccoparks.com	Mr. Ratan Mishra, Director R&D Infotech Private Limited, 7A, Beltala Road, Kolkata-700 026. E-Mail: info@rdinfotech.net Ph:033-24192642 Website: www.rdinfotech.org