

FORMAT FOR REPORTING LOSS OF SHARE CERTIFICATE

Date: _____

From: <name>
_____ <address> _____

Tel No (office): _____
(residence): _____
Email: _____

To
Hindustan Composites Limited
Peninsula Business Park, 'A' Tower,
8th Floor, Senapati Bapat Marg,
Lower Parel, Mumbai 400013.

Dear Sir,
Ref: Folio No. _____
Sub: Loss of share certificate

I/we, are holding ___ Equity Shares of Rs. 10/- each under the above folio.

This is to inform you that the following share certificate(s) has been lost/ misplaced by me/us on _____ / during _____:

Certificate No.	Distinctive No(s).		No. of Shares
	From	To	

We request you to please note the above and intimate me/us the procedure for issue of duplicate share certificate.

I/we confirm that the above mentioned share certificate(s) are not sold/ pledged or given to anyone for any consideration and declare that what is stated above are true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of sole/ first holder) (Signature of 2nd holder) (Signature of 3rd holder)

Note: Kindly send the request duly signed by the Registered Shareholder to M/s. LINK INTIME INDIA PVT. LTD.
On checking the details, the formalities required for issuing the Duplicate Certificate be intimated to the Registered Shareholder.