



The Credit Rating  
Information Services  
of India Limited

Crisil House,  
121/122, Andheri Kurla Road  
Andheri (East),  
Mumbai 400 093, India

2<sup>nd</sup> April, 2002

Dear Shareholder,

**SUB : Payment of Dividend through Electronic Clearing Service (ECS)**

We are happy to inform you that we are extending the ECS facility to the shareholders, which will enable you to receive your dividend through electronic mode to your bank account. ECS also provides adequate protection against fraudulent interception and encashment of dividend warrants apart from eliminating loss/damage of dividend warrants in transit and the correspondence with the Company on revalidation/issuance of duplicate dividend warrants.

Under ECS arrangement, your Branch will credit your account on due date and indicate the credit entry as "ECS" in your Pass Book/Bank Statement without issuing or handling any paper instrument/warrant. The dividend amount shall be directly credited to the accounts of the shareholders having accounts in branches of Banks participating in clearing zones of the following major cities :

Ahmedabad, Baroda, Bangalore, Bhubaneswar, Chandigarh, Chennai, Guwahati, Hyderabad, Jaipur, Kanpur, Kolkatta, Mumbai, Nagpur, New Delhi, Pune, Patna, Surat and Thiruvananthapuram.

This facility is available for the remittance of dividend amount upto Rs. 5 lacs.

Shareholders holding shares in physical mode and wishing to exercise and participate in the payment mechanism are advised to fill and sign the enclosed ECS Mandate Form. The form, thereafter, may be sent to our Registrars and Share Transfer Agents, M/s. Karvy Consultants Limited, "Karvy House", 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad – 500 034. Shareholders holding shares in electronic mode should forward the ECS form duly filled to the Depository Participant with whom the electronic account is maintained.

The information should be accurate and complete in all respects so that you get the credit of the dividend in time. Kindly attach a photocopy of a cheque from your cheque book issued by your Bank for verifying the accuracy of the MICR code number indicated at the bottom of the cheque. These instructions will supercede all your previous bank mandates/details including those that may have been incorporated at the time of your opening a beneficiary account with the Depository Participant. The shareholders opting for this facility have the right to withdraw from ECS mode of payment by giving 30 days notice before the due date of payment.

We recommend that you should avail of the same as it is the safest way to get dividend directly credited to your designated bank account.

Thanking you,

Yours faithfully,

For The Credit Rating Information Services of India Limited

Shrikant Dev

Company Secretary

# ECS MANDATE FORM

**KARVY COMPUTERSHARE PRIVATE LIMITED**  
Karvy House, 21, Avenue - 4, Plot No. 17 to 24  
Vittalrao Nagar, Madhapur,  
Hyderabad – 500 081.

For SHARES HELD IN PHYSICAL MODE  
Please complete the form and mail to

SHARES HELD IN ELECTRONIC MODE  
should inform respective DPs

Dear Sirs,

## Change in mode of payment to ECS

I hereby consent to have the amount of dividend on my equity shares credited through the Electronic Clearing Service [ECS]. The particulars are :

1. Folio No. / Client ID No / DPID NO : \_\_\_\_\_  
(Folio No. given in equity share certificate(s) / customer ID No. given by your DPs)
2. Shareholder's name : Shri/Smt./Kum./ M/s. : \_\_\_\_\_  
\_\_\_\_\_
3. Shareholder's Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Particulars of the Bank :
  - Bank name : \_\_\_\_\_
  - Branch name and Address : \_\_\_\_\_
  - Telephone Number of Bank : \_\_\_\_\_
  - Mention the 9 digit-code number of the bank and branch appearing on the MICR cheque issued by the bank  
\_\_\_\_\_

(Please attach the photocopy of a cheque or a cancelled bank cheque issued by your bank for verifying the accuracy of the code number)

  - Account type (please ✓)      Savings       Current       Cash Credit
  - Account number (as appearing on the cheque book) : \_\_\_\_\_
5. Date from which the mandate should be effective : \_\_\_\_\_

I hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the Company/ Registrars & Share Transfer Agents of the Company responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose of credit of dividend amount through ECS.

\_\_\_\_\_  
Signature of the first/sole shareholder