



Sarda Plywood Industries Limited

Registered Office: 9 Parsec Church Street, Kolkata-700001

GREEN INITIATIVE

Dear Shareholder,

The Ministry of Corporate Affairs has taken a "Green Initiative in the Corporate Governance" by clarifying that service of notices/documents by a Company through electronic mode will be in compliance with Section 53 of the Companies Act, 1956 read with Section 4 of the Information Technology Act, 2000.

Being a 'Forest Friendly Company' we heartily welcome this step as it would not only save our environment by reducing paper consumption to a great extent but also facilitate fast and cost effective communication.

In view of the above, we propose to send to the members various communications including Notices, Annual Report etc. in electronic form to the e-mail addresses of the members provided by them to their Depository Participant and/or the Registrar & Share Transfer Agents.

In case you are holding shares in electronic form and have not yet registered your e-mail address, you are requested to kindly register the same with your Depository Participant. In case you are holding shares in physical form, you are requested to kindly register your e-mail address with M/s Maheshwari Datamatics Pvt. Ltd., Registrar & Share Transfer Agents. You are also advised to register changes, if any, in your e-mail address, from time to time, with the concerned Depository Participant or the Registrar & Share Transfer Agents, as the case may be.

The Company shall also display full text of these communications/documents at its website: www.sardaplywood.in and copies thereof will be available for inspection at the registered office of the Company during office hours.

A member of the Company is entitled to receive copies of these communications/documents in physical form on request.

In furtherance of the 'Green Initiative' taken by MCA and various 'Forest Friendly' initiatives taken by the Company, we request all our shareholders to promptly register their e-mail addresses.

Thanking You,

B. L. Mundhra
Chief Financial Officer &
Company Secretary

Date: 1st August 2011

(For use by the members holding shares in physical form)

Maheshwari Datamatics Pvt. Ltd.
(Unit: Sarda Plywood Industries Limited)
6, Mangoe Lane,
Kolkata 700 001
E mail: mdpl@sardaplywood.com

Date:

Sub: Registration of e-mail address

Folio No.	
Name of Sole/1 st Holder	
E-mail address	

I, a shareholder of Sarda Plywood Industries Limited, hereby agree to receive communication from the Company in electronic mode. Please register my above e-mail address in your records for sending communication through e-mail.

Note: This form is also available at www.sardaplywood.in

Signature of sole/1st holder