



## SARDA PLYWOOD INDUSTRIES LIMITED

Regd. Office: 9, Parsee Church Street, Kolkata – 700 001, West Bengal

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E-mail: [corp@sardaplywood.com](mailto:corp@sardaplywood.com); Website: [www.sardaplywood.in](http://www.sardaplywood.in)

CIN: L20211WB1957PLC023493

### **FORM FOR UPDATION/ REGISTRATION OF E-MAIL ADDRESS**

To,

1. The Company Secretary  
Sarda Plywood Industries Ltd  
113, Park Street,  
North Block, 4<sup>th</sup> Floor,  
Kolkata – 700 016  
E-mail – [investors@sardaplywood.com](mailto:investors@sardaplywood.com)
2. The Registrar & Share Transfer Agent  
Maheswari Datamatics Private Ltd  
6, Mangoe Lane, 2<sup>nd</sup> Floor,  
Kolkata – 700 001  
E-mail – [mdpldc@yahoo.com](mailto:mdpldc@yahoo.com)

**Sub: Sending of Notices, Report & Accounts & other documents through Electronic Mode**

Dear Sirs,

I hereby update/register my e-mail address provided below for receiving the Notices, Report & Accounts and other documents from the Company through electronic mode:-

E-mail Address

Name of the Sole/ First Holder: \_\_\_\_\_

DP ID/ Client ID/ Account No: \_\_\_\_\_

Communication Address: \_\_\_\_\_

Contact Nos. (Landline/ Mobile) \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
**Signature of the First Holder**

**Notes:**

- (1) The Notices, Report and Accounts and other documents are sent in electronic mode to those Shareholders who have registered their e-mail addresses with the Company or with the Depositories and in physical mode to the remaining shareholders.
- (2) This Form can also be downloaded from the Company's corporate website [www.sardaplywood.in](http://www.sardaplywood.in) under the section "Investors – Announcement"