



SARDA PLYWOOD INDUSTRIES LIMITED

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

Phone: (033) 2265 2274 Fax: (033) 2249 3675

E-mail: corp@sardaplywood.com; Website: 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, 4th Floor,
Kolkata – 700 016
E-mail – investors@sardaplywood.com
2. The Registrar & Share Transfer Agent
Maheswari Datamatics Private Ltd
6, Mangoe Lane, 2nd Floor,
Kolkata – 700 001
E-mail – 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 under the section "Investors – Announcement"