

MANDATORY DEMATERIALIZATION FOR TRANSFER OF SECURITIES

Securities Exchange Board of India (SEBI) vide Notification SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018 wherein Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 has been amended to mandate the transfer of securities of a Listed Company to be carried out in dematerialized form only. Further, Stock Exchanges vide their circulars have advised Listed Companies that with effect from December 05, 2018, shares will be transferred in dematerialised form only.

Further, SEBI vide press release dated December 03, 2018 has extended the date for transfer of shares only in demat form with effect from April 01, 2019.

Shareholders are requested to dematerialize the shares at earliest to avoid any inconvenience in future for transferring those shares

Dematerialization of shares has various advantages like immediate transfer of shares, no stamp duty on transfer, immediate credit of dividend due to linkage of bank account, elimination of risks associated with physical certificates such as forged transfer, bad deliveries, etc.

The process for Dematerialization of Shares is as follows:

- i) Shareholders need to open demat account with a Depository Participant (DP)
- ii) Shareholders should collect Dematerialization Request Form (DRF) form from their respective Depository Participant (DP) and after filling requisite information submit DRF form along with original share certificates to their DP.
- iii) DP will process the DRF and will generate a Dematerialization Request Number (DRN)
- iv) DP will submit the DRF and original share certificate to Satellite Corporate Services Private Limited, the Registrar and Transfer Agent (RTA) of the Company.
- v) RTA will forward DRF to company for confirmation.
- vi) Company will confirm the DRF and request RTA for process demat request.
- vii) RTA will approve or reject DRF as per the direction of Company and inform the same to DP/ Depositories.
- viii) Upon confirmation of request the shareholders will get their shares credited in their respective demat account number.

Shareholder can visit the below mentioned websites of the Depositories viz., National Securities Depository Limited (NSDL) or Central Depository Services (India) Limited (CDSL) for further understanding of the demat procedure:

NSDL website: <https://nsdl.co.in/faqs/faq.php> (dematerialization)

CDSL website: <https://www.cdslindia.com/investors/open-demat.aspx>

In case if you have any queries or need any assistance in this regard, please contact;

Ashvin Variya Company Secretary & Compliance Officer Zota Health Care Ltd., ZOTA HOUSE, 2/896, Hira Modi Street, Sagrampura, Surat-395002, Gujarat Email Id: cszota@zotahealthcare.com	Satellite Corporate Services Pvt Ltd. Share Registrar & Transfer Agent (RTA) Unit. No 49, Building No. 13 AB, 2nd Floor, Samhita Commercial Co-Op Society Ltd, Off Andheri Kurla Rd, MTNL Lane, Sakinaka, Mumbai - 400072. Phone Nos: 022-28520461/462 Email Id: service@satellitecorporate.com
--	--