

LETTER OF UNDERTAKING

Havells India Limited
QRG Towers
2D, Sector - 126, Expressway
NOIDA – 201 304

Dear Sir,

I/We am/are the shareholder of Havells India Limited and certify that I have lost/misplaced / not received Dividend warrant for the dividend due as per the details given below:

Folio/DP ID & Client ID No.	No. of shares	Dividend for the Year	Dividend Amt. (Rs.)
		2009-10 (Interim)	
		2009-10 (Final)	
		2010-11	
		2011-12	
		2012-13	
		2013-14 (Interim)	
		2013-14 (Final)	
		2014-15	
		2015-16 (Interim)	

I hereby request you to please issue me a duplicate warrant / DD against the abovesaid dividend warrant(s).

I hereby agree to indemnify the company, its Directors, Officers etc. in the manner hereinafter stated:

I have not charged, pledged, created any lien or any sort of encumbrance or otherwise dealt in so as to create any adverse claim upon the amount of the dividend warrant.

In consideration of the company issuing a duplicate dividend warrant for the said amount or crediting the amounts directly to my bank account as mentioned below, I hereby covenant at all times hereafter and from time to time to save, defend and keep indemnified the company and their estates and effects from and against all actions, costs, suits, legal proceedings, accounts, claims, demands, losses, charges, damages, expenses and liabilities of whatsoever nature which the company may sustain or incur by reason of such issue of duplicate(s) dividend warrant(s) and also from and against any action which may be brought against the company by any person claiming the interest accrued thereon and from and against all damages, costs, charges, expenses which the company may incur in respect thereof or otherwise in relation to the issue of said warrant.

Bank Account Details: (for electronic credit of unpaid dividends)

Name of the First Holder (in Block Letters)		
PAN (Please attach copy of your PAN card , duly attested)		
E-mail Id		
Telephone/ Mobile No.		
Regd. Folio No.		

Name of the Bank		
Branch Name & Address		
Account Number (as appearing on your Cheque Book)		
Account Type (Saving A/c, Current A/c or Cash Credit A/c)		
9 digit MICR code of the Bank & Branch appearing on the Cheque issued by the Bank. (Please attach photocopy of cheque for the accuracy of the MICR Code Number)		
IFSC Code		

It is hereby further agreed that I hereby also undertake to surrender or cause to surrender to the company, the original dividend warrant(s), if and when the same is/are found.

IN WITNESS WHEREOF I/WE HAVE HERE UNTO SET AND SUBSCRIBED MY/OUR RESPECTIVE HAND ON _____.

NAME OF WITNESS –

NAME OF SHAREHOLDER –

SIGNATURE _____

SIGNATURE _____

ADDRESS OF WITNESS:

ADDRESS OF SHAREHOLDER:

Date:

Place:

Important Points to be noted

1. Letter of Undertaking is required on a plain paper duly signed by the first named Shareholder.
2. Copy of your PAN card, duly attested, is mandatory alongwith this Letter of Undertaking and every request that is made to the Company.
3. In case you have changed your Address and wish to update it in the Company's masters, then additionally include copy of Residence Proofs towards both Old and New addresses, (these can be Voters ID/ AADHAR Card/ Passport/ Driving License etc.) duly attested by the Branch Manager of a Nationalised Bank with SEAL of the Bank and Employee ID of attesting authority.
4. For future dividends in case of shares held in demat form, the above particulars for ECS facility/bank particulars have to be provided to your Depository Participant (DP), quoting your Client ID No. to them.