

Dear Shareholder,

Greetings and Best Wishes from the Board of Directors of your Company!

As per amendment of the Companies (Prospects and Allotment of Securities) Rules, 2014 by the Ministry of Corporate Affairs vide Notification Dated 10th September 2018 the following rule is inserted and is in force from 2nd day of October 2018.

9A. Issue of securities in dematerialized form by unlisted public companies:

- (1) Every unlisted public company shall -**
- (a) Issue the securities only in dematerialized form; and**
 - (b) Facilitate dematerialization of all its existing securities**

Further, no transfer of shares in physical mode is allowed to your company's shares with effect from 2nd October 2018.

To meet the above requirement, we wish to inform you that your company has facilitated dematerialization of existing shares by obtaining ISIN (International Securities Identification Number) for equity shares allotted to you, from the Depository (NSDL) and by appointing M/s. BgSE Financials Limited (BFSL), Stock Exchange Tower, 4th Floor, No.51, 1st Cross, J C Road, Bangalore - 560027 (Phone: 080 41405259/41329661; email: avp_rta@bfsl.co.in / cs_rta@bfsl.co.in) as Company's Registrar & Share Transfer Agents.

The ISIN of the Company is: **INE02US01015**

The procedure for demat of your existing shares is given below:

1. Demat account in your name or joint name(s) has to be opened with a DP (Depository Participant) registered with NSDL. If you have a existing demat account in your name(s) with any DP of NSDL, you shall submit the share certificate(s) to your DP for converting physical shares into Demat.
2. You need to submit the DRF (Demat Request Form - available with the DP) together with original share certificate(s) for demat of your shares.

3. Your DP shall raise a demat request electronically with NSDL and forward the original DRF and Share Certificate(s) to the Company's RTA.
4. Company's RTA will validate the documents received by them with the electronic request and confirm the demat request through the Depository.
5. You can contact your DP to get the statement of holdings of your Demat Account for the shares credited to your Demat Account.
For any information/clarifications/queries, you are requested to contact company's RTA at the below mentioned address:

BgSE Financials Limited
Stock Exchange Tower, (RTA Division)
No.51, 1st Cross, J C Road,
Bangalore - 560027
Phone: 080 41329661 / 41405259 (email: avp_rta@bfsl.co.in /
cs_rta@bfsl.co.in)

Branch Office:

BgSE Financials Limited
No.F-1,2, 5th Floor,
Essel Tower, Next to Bunts Hostel Circle,
Bunts Hostel,
MANGALORE - 575 003
Phone: 0824-2497180 , email: isc_mangalore@bfsl.co.in

Thanking you,

Yours faithfully,
By Order of the Management of
M/s. The Canara Workshops Limited.

Date: