

BENARES HOTELS LIMITED

CIN : L55101UP1971PLC003480

Registered Office: Taj Ganges, Nadesar Palace Compound, Varanasi – 221002 | **T:** +91 542 666 0001

E-mail: tghaccts.ben@tajhotels.com | **Website:** www.benareshotelslimited.com

Corporate Office: Taj Palace, Sardar Patel Marg, New Delhi – 110021 | **T:** +91 11 6650 3549/3704 **E-mail:** investor@tajhotels.com

Ref. No. : 19/09/2025
Name : Folio No./DP ID-CLID

Address

Dear Shareholder,

Sub: Request to claim your Unclaimed Dividend

We wish to inform you that as per the provisions of Section 124(5) of the Companies Act, 2013 ("Act"), any dividend which remains unpaid or unclaimed for a period of seven years shall be transferred by the Company to the Investor Education and Protection Fund (IEPF), established by the Central Government. Further, in terms of Section 124(6) of the Act, read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("Rules"), as amended, all the shares in respect of which dividend has not been paid or claimed for seven consecutive years or more shall also be transferred by the Company to IEPF. In view of the same, we request you to claim your dividend regularly from the Company.

As per our records, you have not claimed dividend for the following year(s) as under though relevant dividend warrants were posted to you.

Dividend for the year	Warrant No.	Amount (Rs.)	Date of Transfer to IEPF
Final Dividend for the year 2017-2018			
Final Dividend for the year 2018-2019			
Final Dividend for the year 2019-2020			
Final Dividend for the year 2020-2021*	-	-	-
Final Dividend for the year 2021-2022			
Final Dividend for the year 2022-2023			
Final Dividend for the year 2023-2024			

*Company did not declare any dividend for the year 2020-2021.

You are requested to arrange to claim the unclaimed dividend by sending the following documents along with Unencashed dividend warrant(s), if any, available at your end, to the company's Registrar & Share Transfer Agent, **MUFG intime India Private Limited, Nobel Heights, 1st floor, Plot NH 2, C-1 Block LSC, Near Savitri Market, Janakpuri, New Delhi – 110058** to enable us to credit unclaimed dividend directly to your account through electronic mode:

1. Request letter duly signed by the Shareholder(s)
2. Self-attested Pan card of all the holders
3. Original Cancelled Cheque leaf, copy of the 1st page and latest transaction page of Bank Passbook or latest Bank Account Statement, duly attested- Please note that it should contain/ show the first/ sole shareholder name as Account holder
4. Self- attested copy of Adhaar card-1st Holder
5. Client Master List (CML) from your DP in case you shares in electronic mode

You are also requested to update your bank account details connected with your Demat Account with your Depository so that future Dividend, if declared can be credited directly in your bank account through electronic mode.

For any further queries, you are requested to contact our Registrars and Share Transfer Agents: MUFG intime India Private Limited
Tel: 011 – 49411000 and Email: rnt.helpdesk@in.mpms.mufg.com

Thanking you,

Yours faithfully,

FOR BENARES HOTELS LIMITED

SD/-

VANIKA MAHAJAN

COMPANY SECRETARY

*This is computer generated letter & does not require signature.