

## **Shivam Autotech Limited**

10, 1<sup>st</sup> Floor, Emaar Digital Greens, Tower A, Sector 61, Golf Course Extension Road, Gurugram,  
Haryana-122102  
CIN: L34300HR2005PLC081531

Our Investor Services Department is dedicated to provide efficient and timely service to our shareholders. We are committed to assist our investors in the following areas of operations and their related correspondence:

Transfer, nomination, transmission, change of address, dividend, issue of duplicate share certificates and split/consolidation of share certificates/folios etc.

Investors can send their correspondence including requests for transfer, dematerialization, transmission, subdivision, consolidation, change of address, etc., to the Registrar & transfer Agent of the Company at following address:

### **M/s. MCS Share Transfer Agent Limited**

F-65, 1<sup>st</sup> Floor, Okhla Industrial Area, Phase - I  
New Delhi - 110 020  
Phone: +91-11-41406149  
Fax : +91-11-41406148  
E-Mail : [admin@mcsregistrars.com](mailto:admin@mcsregistrars.com)

Investors may also contact Ms. Samta Bajaj, Company Secretary for any general assistance they may need, at the following address:-

### **M/s. Shivam Autotech Limited**

10, 1<sup>st</sup> Floor, Emaar Digital Greens,  
Tower A, Sector 61, Golf Course Extension Road,  
Gurugram, Haryana-122102  
Phone : +91-0124-4698700  
Fax : +91-0124-4698798  
E-Mail : [cs@shivamautotech.com](mailto:cs@shivamautotech.com)

Members must quote their Folio No. (in case of physical shares) and DP ID & Client ID (in case of demat shares) in all the correspondence with the Company. Any correspondence without the above detail will not be entertained.

Members must notify promptly any changes in their address/bank account details - in case of physical form - to the Company's Share Department, in case of holding in dematerialized form - to their DPs.

Members who have either not received or have not encashed their dividend warrants must contact the Company's Share Department. The equity shares of the Company are under compulsory demat category hence members holding shares in physical form must dematerialize their physical holding at the earliest.