

**B & A LIMITED**

CIN : L01132AS1915PLC000200

Regd. Office : Indu Bhawan, Mahatma Gandhi Road, Jorhat - 785 001

Corp. Office : 113, Park Street, 9th Floor, Kolkata - 700 016

Website : www.barooahs.com, E-mail : investorrelations@bandaltd.in

Phone : (033) 2217 2265 / 7389, 4004 7472, Fax : (033) 2265 1388

Ref. No. : B&A/IEPF /IEPF

Date: 21st May, 2018

Folio / DP ID No. :

Dear Member,

Sub : Transfer of Equity Shares to 'Investors Education and Protection Fund' (IEPF) pursuant to section 124(6) of the Companies Act' 2013 read with IEPF (Accounting, Audit, Transfer and Refund) Rules 2016 and Amendment Rules 2017.

Please take note that the all dividends declared in the seven Annual General Meetings of the Company held from 14th July 2011 to 15th September 2017 have remained unpaid/unclaimed by you.

In connection with the above, we invite your attention towards the provisions of section 124(6) of Companies Act' 2013 read with IEPF (Accounting, Audit, Transfer and Refund) Rules 2016 and Amendment Rules 2017 (hereinafter the Rules) which inter alia provides that all shares in respect of which dividend have remained unpaid/unclaimed for seven years or more shall be transferred by the Company to IEPF. Following are the procedures contained in the rules which are as under:

1. In case 'or shares held in 'physical form-by' issuance or new share certificate(s)' and thereafter transferring the same to the IEPF Account. Accordingly, the original share certificate(s) held by you shall automatically stand cancelled.
2. In case of shares held in demat mode- By transfer of shares directly to IEPF Account through the depository participants as per the Rules.

In case you have any lawful reservation/objection in complying with the above provisions of law for transferring your shares to the IEPF Account we request you to comply with the following by 19th August 2018.

Where shares are held in physical form

Member(s) shall have to deposit a self-attested photograph of your Pan Card and Address Card (Passport Size) along with the request form and submit it to the Company's Regional Office Transfer Agent M/s. M/S. Barooah & Co. Pvt. Ltd., 113, Park Street, 9th Floor, Kolkata - 700 016.

Certified to be true

B & A Limited
[Signature]
Company Secretary

Where shares are held in dematerialized form

Please visit/contact your 'Depository Participant' and update your address and bank details and send to the Company's Registrar & Share Transfer Agents M/s MCS Share Transfer Agent Ltd. (Attn. Mr. Partha Mukherjee) at 12/1/5, Manoharpukur Road, Kolkata-700026 claim letter supported by your self-attested photocopies of latest 'Client Master List' and your Pan Card and Aadhaar Card/Passport/Voter's ID etc., in respect of identity and address proof.

It may also be noted that in terms of section 124(6) of the Companies Act' 2013 read with Rule 7 of the Rules shares transferred to IEPF Account may also be claimed by making an online application in form no. IEPF 5 which is available at www.iepf.gov.in. No claim shall lie against the Company in respect of unclaimed dividend amount and the shares transferred to IEPF Account pursuant to the Rules.

In the event valid claim is not received by the Company by 19th August 2018 then the Company shall take action towards transfer of the shares to the IEPF Account by following the procedures prescribed under the abovementioned Rules.

By Order of the Board

D. Chowdhury
(Company Secretary)

Certified to be true

B & A Limited


Company Secretary