

PROCESS TO CLAIM UNCLAIMED DIVIDEND AMOUNT AND EQUITY SHARES FROM INVESTOR EDUCATION AND PROTECTION FUND (IEPF).

As per the provisions of section 124(6) of the Companies act, 2013, all shares in respect of which a shareholder has not claimed dividend continuously for the last 7 years, shall be transferred by the company in the name of Investor Education And Protection Fund (IEPF) set up by the central government.

In this connection the Ministry of Corporate Affairs (MCA) has notified Investor Education And Protection Fund Authority (Accounting, Audit, Transfer & Refund) rules, 2016 and amendment to the rules vide notification dated 28th February 2017 and vide further notification dated 13th October 2017, whereby first time shares due for transfer, were transferred in dematerialized form to the credit of IEPF account on 30th November 2017.

However **the shareholders are entitled to claim** from IEPF authority, **the unclaimed dividend amount and the Equity shares transferred to IEPF Authority** by making an application in Form IEPF-5 online and sending the physical copy of the same duly signed along with the requisite documents enumerated in the said Form IEPF-5, to Ms. Kiranpreet Gill, Nodal Officer (IEPF), at the registered office of the Company at the below mentioned address.

The shareholders are requested to file their claim in the name of **“ORIENTAL AROMATICS LIMITED”** as the name of the Company has changed from Camphor and Allied Products Limited to **“ORIENTAL AROMATICS LIMITED”** vide new Certificate of incorporation dated February 26, 2018, issued by the Registrar of Companies,.

The detailed procedure for claiming the shares from IEPF Authority is as under:

► **DOWNLOAD THE FORM IEPF-5**

Download the IEPF-5 form from the website www.iepf.gov.in. Read the instruction kit carefully before filling the form.

► **UPLOAD THE FILLED E-FORM**

Upload the filled e-form on link provided on website. Save a copy of uploaded form and acknowledgement receipt generated with SRN.

► **SUBMIT TO THE COMPANY**

Submit self-attested copy of e-form, copy of acknowledgement, Indemnity Bond in original along with other documents as mentioned in the form to Nodal Officer, Ms. Kiranpreet Gill, of

the Company, at its registered office, in an envelope marked “Claim for refund from IEPF Authority”.

► **VERIFICATION OF CLAIM**

Company to send the verification report to IEPF within 15 days of receipt of the claim.

► **REFUND OF CLAIM**

On the basis of the Verification report refund will be released by the IEPF Authority in favour of the claimant’s bank or Demat account through electronic transfer.

Kindly also note the following:

- a) In case the claimant is a legal heir or successor or nominee of the registered holder, **transmission process has to be completed by him with the company before filing the claim.**
- b) Claimant to make only one consolidated claim in a financial year.

In view of the aforesaid the Company recommends and request the shareholders to claim their refund at the earliest.

In case of any clarifications/queries/grievances, please email us at cs@orientalaromatics.com or call on 022-43214000. The address of the Company and of the RTA is as under:

REGISTERED OFFICE	REGISTRAR AND TRANSFER AGENTS
Ms. Kiranpreet Gill Nodal Officer Oriental Aromatics Limited (Formerly Camphor & Allied Products Ltd.) 133, Jehangir Building, 2 nd Floor, M.G. Road, Fort, Mumbai-400001. Tel:022-43214000 Email Id: cs@orientalaromatics.com	Ms. Priya Sharex Dynamic (India) Private Limited Unit No. 1, Luthra industrial Premises, Safed Pool, Andheri Kurla Road, Andheri (East), Mumbai-400072 Tel: 022-28515606/5644/6338 Email Id: sharexindia@vsnl.com