



ASSAM CARBON PRODUCTS LTD

Corporate Identification Number (CIN) — L23101AS1963PLC001206

Registered Office : Birkuchi, Guwahati, Assam - 781026.

Website: www.assamcarbon.in Tel: (0361)2640262/630; Fax: (0361)2640368

Email: acplghy@ascarbon.com

PUBLIC NOTICE : FOR KIND ATTENTION OF THE SHAREHOLDERS OF THE COMPANY

The Ministry of Corporate Affairs (MCA) vide General Circular No. 14/2020 dated 08.04.2020, 17/2020 dated 13.04.2020 and 20/2020 dated 05.05.2020 and SEBI vide Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12.05.2020 granted relaxation from dispatching physical copies of Annual Reports to the Shareholders by those listed entities who may conduct their Annual General Meetings (AGM) through electronic mode in view of COVID-19 pandemic.

Hence, kindly note that no physical copy of Annual Report 2020-21 will be sent to the members/ shareholders.

Therefore, the shareholders holding shares in physical form and who have not registered their Email addresses are requested to furnish their email address along with their mobile number and bank mandate in the following format to the Company / Registrar and Share Transfer Agents (RTA), in order to facilitate for sending the Notice of AGM, Annual Report, Dividend, if any, declared by the Company and other important communications in electronic mode:

Sl. No.	Particulars	Details
i.	Full Name	
ii.	Address	
iii.	Email Address	
iv.	Mobile No.	
v.	No. of Shares held	
vi.	Folio No.	
vii.	Certificate No.	
viii.	Distinctive No.	
ix.	Copy of PAN & Aadhar Card / Address Proof	
x.	Copy of cancelled Cheque or Passbook signed by Bank Manager with IFSC & MICR NO (For Bank Mandate)	

Please send the aforesaid details to Company's Registrar and Transfer Agent (RTA), M/s. CB MANAGEMENT SERVICES PRIVATE LIMITED, P-22, Bondal Road, Kolkata- 700019, West Bengal, India, at their e-mail id rta@cbmsl.com or to the Company at acpl.compliance@gmail.com

Shareholders holding shares of the Company in de-materialized form but have not registered their email address and updated their Mobile Numbers., Bank Mandate are requested to approach their respective Depository through Depository Participant.

Shareholders holding shares in physical form are requested to convert their holdings in demat form as transfer of shares in physical form has been prohibited by the Securities and Exchange Board of India.

For any clarification, please contact our RTA, M/s. CB MANAGEMENT SERVICES PRIVATE LIMITED, P-22, Bondal Road, Kolkata- 700019, West Bengal, India, at their e-mail id rta@cbmsl.com, Phone: (033) 40116700/17/18.

Place: Kolkata
Date: 31.08.2021

For **ASSAM CARBON PRODUCTS LIMITED**

Sd/-

K K BHATTACHARYA
Managing Director