

Procedure for claiming Dividend and Shares from IEPF Authority

Any shareholder of the Company, whose shares, unclaimed or unpaid dividend amount has been transferred by the Company to IEPF Authority pursuant to Section 124 of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 (IEPF Rules), can claim shares or unclaimed dividend amount from IEPF Authority.

Shareholder to obtain Entitlement from the Company Letter before submitting IEPF 5 claim form

Step 1: Shareholder to visit the website of IEPF Authority <https://www.iepf.gov.in/IEPF/refund.html> and submit self-attested list of documents as per the IEPF help kit (including the joint holder/s) to the registered office of Thomas Cook (India) Limited ("TCIL"), addressed to the Nodal officer.

Step 2: The documents shall be verified by the Company in consultation with Registrar and Transfer Agents (RTA) -Link Intime India Private Limited. Based on scrutiny of documents, there are two possibilities

Step 2A: The Company shall issue the entitlement letter, if the documents are in order, as per requirements of the IEPF Rules.

Step 2B: RTA shall communicate discrepancies and return the set of documents

Step 2C: Shareholder to rectify and resubmit the documents

Step 2D: Once the documents are in order as per the IEPF Rules, the Company shall issue the Entitlement letter.

Step 3: Post obtaining Entitlement letter, Shareholder to submit IEPF 5 form

Step 4: Shareholder to visit the website of IEPF Authority <https://www.iepf.gov.in> . Fill up online Form IEPF5 and upload the complete set of documents along with the self-attested Entitlement letter

Step 5: Shareholder to take print of the IEPF form 5, acknowledgement (Service Request Number (SRN)) and Entitlement Letter and submit signed copies to the Company

Step 6A: On receipt of self-attested copy of IEPF 5 Form, SRN and Entitlement letter Company shall file e-Verification report (EVR) with IEPF Authority approving the claim

Step 6B: If Company does not receive self-attested copy of IEPF 5 form, SRN and Entitlement letter Company shall file EVR with IEPF Authority rejecting the claim

Step 7A: IEPF Authority, may approve the claim

Step 7B: IEPF Authority may mark the EVR for resubmission seeking clarification or additional documents and send e-mail intimation of discrepancy to the Shareholder coping the Company

Step 7C: IEPF Authority may reject the claim

Step 8A: Shareholder to submit clarification or additional document within a week's time to enable Company to resubmit the EVR

Step 8B: Shareholder to follow Steps 1 to 5 once again