

June 25, 2025

To,  
BSE Limited  
Listing Centre  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai – 400001

Scrip Code – 530589  
Scrip Symbol – PRIMAPLA

**Sub: Intimation to the Shareholders for transfer of equity shares to Investor Education and Protection Fund (IEPF)**

Dear Sir/Madam,

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed herewith the copy of communication sent to the respective shareholders who have not encashed or claimed their dividend for seven consecutive years and whose shares are liable to be transferred to the IEPF as per Section 124 (5) and (6) of the Companies Act, 2013 read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 as amended from time to time.

We request you to take the same on your record.

**For Prima Plastics Limited**

**Prachi M. Mankame**  
**Company Secretary & Compliance Officer**  
**Membership No: A67042**

Encl: a/a

+91 260 2221845 / 0445  
+91 22 28574768 / 69

[www.primaplastics.com](http://www.primaplastics.com)  
[investor@primaplastics.com](mailto:investor@primaplastics.com)



**PRIMA PLASTICS LTD.**

REGD. OFFICE & WORKS: 98/4, Prima House, Daman Industrial Estate, Kadaiya, Daman-396210 (UT)  
CORP.OFFICE: 41, National House, OPP. Ansa 'A' Bldg, Saki Vihar Road, Powai, Mumbai-400072 (India)

**MFG. OF: MOULDED FURNITURE & ROTO MOULDED PRODUCTS**

**CIN L25206DD1993PLC001470 • GOVT. RECOG. ONE STAR EXPORT HOUSE**



## PRIMA PLASTICS LIMITED

Regd. Office: 98/4 Prima House Daman, Industrial Estate, Kadaiya, Nani Daman, Daman - 396210

Tel.: +91 22 2857 0912; CIN: L25206DD1993PLC001470

Website: [www.primaplastics.com](http://www.primaplastics.com); E-mail: [investor@primaplastics.com](mailto:investor@primaplastics.com)

Folio No.:

Date: June 25, 2025

Name

Address

Dear Shareholder,

### **Sub: Transfer of Equity Shares of the Company to the Investor Education and Protection Fund Account**

Pursuant to Sections 124 (5) & (6) of the Companies Act, 2013 ("The Act") read with Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, ("Rules") as amended from time to time, amongst other matters, all unclaimed dividends are required to be transferred by the Company to Investor Education and Protection Fund ("IEPF"), a fund constituted by the Central Government, after the expiry of seven years from the date of transfer to unpaid dividend account. Details of such unclaimed dividends are regularly updated by the Company on its website at <https://www.primaplastics.com/unclaimed-dividend.php>. Further, all the shares in respect of which dividend has been remained unclaimed for seven consecutive years or more shall also be transferred by the Company to IEPF.

It has been noticed that, you have not claimed the dividends declared by the Company for the last seven consecutive years or more including the final Dividend declared for FY 2017-18. Hence, your unclaimed final Dividend amount for the FY 2017-18 along with the corresponding shares will be transferred to the IEPF by the Company within 30 days of due date i.e. **September 27, 2025**. The list of shareholder(s) whose shares are liable to be transferred to the demat account of the IEPF is uploaded on the website of the Company at <https://www.primaplastics.com/unclaimed-dividend.php>.

### **PROCESS FOR CLAIMING ABOVE SAID DIVIDEND & SHARES**

In view of the above, the Company hereby requests you to provide the following mentioned documents from your registered email address or by way of a courier so as to reach the Registrar and Share Transfer Agents ("RTA") on or before **September 27, 2025** at the address mentioned below:

#### **For shares held in demat form:**

1. Copy of the Demat Account Statement (Client master list) showing your name, address, demat and bank account details registered against the demat account.
2. Unclaimed Old Dividend Warrant / Letter of Undertaking (Format enclosed).
3. Cancelled Cheque

#### **For shares held in physical form:**

1. Investor Service Request Form ISR – 1, Form ISR – 2 and Form No. SH 13 (Nomination Form) duly filled as per the instructions stated there in along with the supporting documents such as self attested copy of Pan Card, Address Proof including original cancelled cheque with pre-printed name (s) appearing on cheque.
2. Unclaimed Old Dividend Warrant / Letter of Undertaking (Format enclosed).

#### **Registrar & Share Transfer Agents:**

M/s. Bigshare Services Private Limited

Office No. S6-2, 6th Floor, Pinnacle Business Park,

Next to Ahura Centre, Mahakali Caves Road, Andheri East, Mumbai – 400093

Tel.: +91-22- 6263 8200, Fax No.: +91-22- 6263 8299

E-mail: [investor@bigshareonline.com](mailto:investor@bigshareonline.com)

As per SEBI Circulars dated November 3, 2021 and December 14, 2021, unclaimed dividends will be credited directly to the bank account, if the folio is KYC compliant. Unclaimed dividend can be paid to shareholders holding shares in physical form if the folio is KYC compliant.

In case the dividends are not claimed before the due date i.e. **September 27, 2025** necessary steps will be initiated by the Company to transfer shares held by you which are due for transfer to IEPF without any further notice, in accordance with the Rules.

In case the shares are held by you:

- In physical form – New share certificate(s) will be issued and transferred in favour of IEPF on completion of necessary formalities. Hence, the original share certificate(s) which stands registered in your name will be deemed cancelled and non-negotiable.
- In demat form – The Company shall inform the depository by way of corporate action for transfer of shares lying in your demat account in favour of IEPF. Please note, that no claim shall lie against the Company in respect of the shares so transferred to IEPF.

Shareholders may note that, both unclaimed dividend amount and the shares transferred to IEPF Demat Account can be claimed from IEPF Authority by making an application to IEPF in web based Form IEPF-5 and sending the copy of the same duly signed (as per the specimen signature recorded with the Company) along with requisite documents enumerated in the Form IEPF-5 to the Company at their Corporate Office i.e. 41, National House, Opp. Ansa "A" Building, Saki Vihar Road, Powai, Mumbai - 400072.

The Rules and the application form (Form IEPF-5), as prescribed by the Ministry of Corporate Affairs for claiming back the shares / dividend are available on the website of the IEPF i.e. [www.iepf.gov.in](http://www.iepf.gov.in).

Please feel free to contact the Company / RTA in case you have any queries.

Thanking You,

Yours Sincerely,

**For Prima Plastics Limited**

Sd/-

**Prachi M. Mankame**

**Company Secretary and Compliance Officer**

**Membership No. A67042**

## LETTER OF UNDERTAKING

### ISSUE OF DUPLICATE DIVIDEND WARRANT/INTEREST WARRANT/REFUND ORDER

To,  
**Company Secretary**  
Prima Plastics Limited  
41, National House, Opp. Ansa  
Saki Vihar Road, Powai,  
Mumbai 400072

**Ref: Folio No. / DP ID / Client ID:**

I / We hereby confirm that I / We have not received/encashed the following Dividend paid by the Company in the last seven years, so as to create any adverse claim upon the amount of the Dividend Warrant(s).

The following are the details of the unclaimed dividend(s) for the subsequent financial years:

Dividend Warrant No.	MICR No.	Amount (in `)	Financial year

In consideration of your issuing to me / us, all Demand Draft(s) / Pay Order(s) / Duplicate Dividend Warrant(s) in lieu of the Dividend Warrant(s) lying unpaid / unclaimed in my / our name(s) and which are irretrievable / lost / misplaced / crediting the amounts directly to my Bank Account as mentioned below, I / We hereby agree and undertake to hold the Company, its Directors and / or its Officers harmless and to keep them protected from / against all loss(es), cost(s) or damage(s) which you may sustain or incur by reason of the Company issuing Demand Draft(s) / Pay Order(s) / Duplicate Dividend Warrant(s) or by the original Dividend Warrant(s) being, at any time, found and presented for payment by any person or persons claiming to be the holder(s) of the Dividend Warrant(s) or in any way interested therein.

I / We further agree and undertake to return to you the original Dividend Warrant(s), should it be found by me / us or again come into my / our possession at any time hereinafter.

**Please update my following details in record & credit unpaid dividend:**

<b>Bank Account Details : (for electronic credit of unpaid / unclaimed dividends and all future dividends)</b>	
Name of the Bank	
Name of the Branch	
Account No. (as appearing in your Cheque Book)	
Account Type (Current / Savings / Cash Credit)	
9 Digit MICR Number (as appearing on the MICR cheque issued by the Bank) Please enclose a photocopy of a cheque for verification	
11 Digit IFSC Code	

Name / Address / Signature of Shareholder(s)

1. \_\_\_\_\_

Name / Address / Signature of Witness

1. \_\_\_\_\_

Name:

Address:

(First Holder)

2. \_\_\_\_\_

2. \_\_\_\_\_

Name:

Address

(Second Holder)

3. \_\_\_\_\_

Name:

Address

(Third Holder)

Date:

Place: