

# RISHI LASER LIMITED



Registered Office : 612, Veena Killedar Industrial Estate, 10-14, Pais Street, Byculla (W), Mumbai - 400 011.  
Tel. : +91 22 2307 5677, 2307 4585, 2307 4897 Fax : +91 22 2308 0022  
Email : ricl.mumbai@rishilaser.com Website : www.rishilaser.com  
CIN : L99999MH1992PLC066412

30<sup>th</sup> September, 2020

To,  
The Secretary  
Bombay Stock Exchnage Limited  
P. J. Towers  
Dalal Street,  
Fort, Mumbai - 400 001

Script Code: 526861  
ISIN: INE988D01012

Sub: Intimation to Shareholder(s)

Please find enclosed a communication being issued for the shareholders of the Company urging them to update / register their email ids, Permanent Account Number (PAN) and Bank mandates with the Company / its Registrar & Transfer Agent, M/s . Adroit Corporate Services Private Limited / their respective Depository Participant, as applicable.

This is for your kind information and records.

Thanking you,

Yours faithfully

**For Rishi Laser Limited**

**Mr. Harshad Patel**  
**Managing Director**  
DIN: 00164228

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## INTIMATION TO SHAREHOLDER(S)

In view of the ongoing novel Corona virus pandemic ("COVID-19") in the Country, there are several measures been taken by the Government of India to curb the spread of virus through social distancing. There are restrictions on movement and / or gathering of persons and have impacted several services including postal and courier services. The Ministry of Corporate Affairs (MCA) vide its circulars no.14/2000 dated April 8, 2020, no.17/2020 dated April 13, 2020 and no.20/2020 dated May 5, 2020 has allowed certain classes of Companies to conduct their Extra-Ordinary General Meeting (EOGM) and Annual General Meeting (AGM) through video conferencing (VC) or other audio visual means (OA VM). The MCA has granted permission to communicate to the shareholders of the Company through their registered email ids. Registration of email id helps in better and timely communication between the Company and the shareholders. We also urge the shareholders for registration and/ or updation of their Permanent Account Number (PAN) and bank mandate as it ensures the timely consideration, faster and easier and more importantly avoids fraudulent encashment of warrants.

Accordingly, to update the details with the Company, you may follow the below procedure: For Rishi Laser Limited

| Updation       | Proceedure  | Document  |
|----------------|---|---|
| Email ID & PAN | <b>Physical Holding:</b><br>Send an email to Company's email id: <a href="mailto:rlcl.mumbai@rishilaser.com">rlcl.mumbai@rishilaser.com</a> or to the Company's Registrar & Transfer Agent, M/s. Adroit Corporate Services Private Limited and the email id: <a href="mailto:sandeeps@adroitcorporate.com">sandeeps@adroitcorporate.com</a> | A Signed Request letter mentioning your Folio Number and the Email ID/ PAN (Self attested copy) that is to be registered. |
|                | <b>Demat Holding:</b><br>Update the Email ID/ PAN through your Depository Participants  |   |
| Bank Mandate   | <b>Physical Holding:</b><br>Send an email to Company's email id: <a href="mailto:rlcl.mumbai@rishilaser.com">rlcl.mumbai@rishilaser.com</a> or to the Company's Registrar & Transfer Agent, M/s. Adroit Corporate Services Private Limited and the email id: <a href="mailto:sandeeps@adroitcorporate.com">sandeeps@adroitcorporate.com</a> | A Signed Request letter mentioning your Folio Number and cancelled Cheque and self attested PAN copy                      |
|                | <b>Demat Holding:</b><br>Update the Bank Mandate through your Depository Participants   |   |

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Please note that under the current circumstances of COVID-19 pandemic, physical dispatch of any communication / notices / financial statements or any such documents is not possible and hence will be delayed till the situation normalizes. It would be highly appreciated that the shareholders co-operate and support and do the needful at the earliest.

**For Rishi Laser Limited**

**Mr. Harshad Patel**  
**Managing Director**  
DIN: 00164228