Letter of undertaking has to be submitted on
Rs.20 stamp paper for DD value up to INR 5,000/- and
Rs.100 stamp paper where the value is greater than 5,000/-

LETTER OF UNDERTAKING

Company Name: _____

Address: "MAITHRI", 132 Cathedral Road, Chennai 600 086

Dear Sir,

Sub: Dividend Warrant(s)

I,_____C/o. _____was /presently

residing at No _____, _____ Pin

hereby certify that I _____have Lost /not received so far dividend warrants/ DDs as per

details given below:

I, _____ now residing @ _____Pin

_____ holding shares in M/s _____and i hereby

declare and confirm as follows:

I have not received / lost the Dividend Warrants. The said DDs was lost in transit. I hereby declare that, I have lost the instrument in transit and not en-cashed the same. I undertake that if at any time the said cheque comes to my hands, it but returns it to the company.

I/We hereby confirm that I/we have not encashed, negotiated or otherwise dealt in respect of 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).

I hereby request you to please issue DD against the above said dividend warrant / DD in favour of me   I hereby agree to indemnify the company in the manner hereinafter stated.

In consideration of the company issuing duplicate dividend warrants/cheques for the said amount, I hereby covenant at all times hereafter and from time to time to save, defend and keep indemnified the company and their estates and effects from and against all actions, costs, suits, legal proceedings, accounts, claims, demands, losses, charges, damages, expenses and liabilities of whatsoever nature which the company may sustain or incur by reason of such issue of duplicate(s) dividend warrant(s) and also from and against any action which may be brought against the company by any person claiming the interest accrued thereon and from and against all damages, costs, charges, expenses which the company may incur in respect thereof or otherwise in relation to the issue of said warrant / Demand Drafts.

It is hereby further agreed that I hereby also undertake to surrender or cause to surrender to the company, the original dividend warrant(s), if and when the same is/are found.

Date:

Place: **Applicant Signature**

WITNESS   1   WITNESS   2

SIGNATURE   SIGNATURE

NAME & ADDRESS   NAME & ADDRESS