

GLOBAL OFFSHORE SERVICES LTD.
CIN: L61100MH1976PLC019229
Regd. Office: 101, Swapnabhoomi, A Wing,
S.K. Bole Road, Dadar(W), Mumbai- 400 028
Tel: 91-22-2423 4000 Fax: 91-22-2436 2764
Email: investorredressal@globaloffshore.in
Website: www.globaloffshore.in

BSSL/GGLOBAL/1/

Date: 02/03/2018

Name of the Member:

ADDRESS:

Ref.: Folio No./DPID/ Client ID:

Dear Member(s),

Sub. : Transfer of Equity Shares of the Company to the Investor Education and
Protection Fund (IEPF) Suspense Account

As you are aware, dividend declared by the Company is remitted either electronically or by sending dividend warrants to the shareholders entitled for dividend to their address registered with the Company.

As per Section 124(5) of the Companies Act, 2013, all unpaid or unclaimed dividends for a period of seven years are required to be transferred by the Company to the Investor Education and Protection Fund (IEPF) established by the Central Government. The details of such unpaid / unclaimed dividend are uploaded on the Company's website and also on the website of the Ministry of Corporate Affairs Government of India.

Further, Section 124(6) requires that all shares in respect of which unpaid or unclaimed dividend has been transferred to IEPF, shall also be transferred to IEPF. Ministry of Corporate Affairs has recently notified "Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016" which have come into force from September 7, 2016. The said Rules, amongst other matters, contain provisions for transfer of all shares in respect of which dividend has not been paid or claimed for seven consecutive years or more, in the name of "IEPF Suspense Account".

We request You to immediately claim your unpaid / unclaimed dividends and avoid the transfer of your shares to IEPF by submission of following documents to us or to M/s Big-share Services Private

Limited., Registrar and Transfer Agents (RTA) of the Company at the address mentioned below, on or before 31st May, 2018.

1. Enclosed Letter of Undertaking duly filled and signed
2. Self-attested copy of Pan Card and Address Proof
3. Self-attested copy of Telephone Bill/Electricity bill / Voter ID.
4. Copy of Cancelled Cheque

As per the above mentioned rules shares held in physical form are liable to be transferred to IEPF Suspense Account, by issuing duplicate share certificates and upon issue of such duplicate share certificates, the original share certificate(s) which stand registered in your name will be deemed cancelled and non - negotiable. In case shares are held in demat form and are liable to be transferred to IEPF Suspense Account, the Company will give Delivery Instruction Slip to the Depository for transfer of shares to IEPF.

However, you can claim from IEPF Authority both unclaimed dividend amount and the shares transferred to IEPF Suspense Account by making an application in Form IEPF-5 online and send the physical copy of the same duly signed (as per registered specimen signature) along with requisite documents enumerated in the said Form IEPF-5 to the Company at its Registered Office or to M/s Bigshare Services Private Limited, RTA of the Company for verification of your claim. We shall furnish a verification report to IEPF Authority for refund of the unclaimed dividend amount and transfer of the shares back to the credit of the shareholder.

In case we do not hear anything from you on this intimation letter by 31st May, 2018, we shall, with a view to complying with the requirements of the said Rules, transfer the shares to IEPF Suspense Account by the due date as per procedure stipulated in the Rules, without any further notice. Please note that no claim shall lie against the Company in respect of unclaimed dividend amount and shares transferred to IEPF Authority pursuant to the said Rules.

Please feel free to contact the Company / Bigshare Services Private Limited in case you have any queries at their following address / email / telephone number:

Bigshare Services Private Limited
1st Floor, Bharat Tin Works Building,
Opp. Vasant Oasis, Makwana Road
Marol, Andheri East, Mumbai 400059
Tel: 022 62638200 / Fax : 022 62638299 Email - investor@bigshareonline.com

Thanking you,

Yours faithfully,
For Global Offshore Services Limited
Sd/-
A.C. Chandarana
Company Secretary & President Legal & Admin.

GLOBAL OFFSHORE SERVICES LTD.
 CIN: L61100MH1976PLC019229
 Regd. Office: 101, Swapnabhoomi,A Wing,
 S.K.Bole Road, Dadar(W), Mumbai- 400 028
 Tel: 91-22-2423 4000 Fax: 91-22-2436 2764
 Email: investorredressal@globaloffshore.in
 Website: www.globaloffshore.in

Date: 02/03/2018

LETTER OF UNDERTAKING

Reference: Folio No. DPID /CLID :

Type	Dividend	Dividend Warrant No	Micr No./ DD. No.	Amount	Date of Payment	Issuer Bank

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

Name	
First Holder	
Joint Holder 1	
Joint Holder 2	
Address of First Holder	
Name of Bank	
Name of Branch	
Account Number	
Account Type [Saving /Current / Cash Credit]	
9 Digit MICR Number (please enclose a photocopy of a copy of cheque)	
11 Digit IFSC Code	

Signature :

NAME:-

ADDRESS:-

