GOA SHIPYARD LIMITED

CIN: U63032GA1967GOI000077
Regd. Office: Vaddem, Vasco da Gama, Goa – 403 802.
Email: contactus@goashipyard.com; Website: www.goashipyard.in

FOR KIND ATTENTION OF THE SHAREHOLDERS

Registration of E-mail ID for receiving Annual Report and provide Bank Mandate for receiving dividend through electronic mode

In view of the continuing COVID-19 Pandemic and restriction in movement at several places, Ministry of Corporate Affairs, vide Circular dated 05 May 2020 read with Circular dated 08 Apr 2020 and 13 Apr 2020 has allowed the companies to conduct their Annual General Meeting (AGM) through electronic mode during the year 2020 and that Notice of the AGM and Annual Reports shall be sent only by email to the shareholders.

2. In connectior to the aforesaid, we hereby request all the shareholders to register/update their Email IDs for supply of Annual Reports, Notice of AGM and other communications from the Company.

3. Shareholders are also requested to kindly register/update their Bank details for receiving dividends paid by the Company from time to time directly into your bank account through Electronic Clearing Service or other means.

4. Shareholders holding shares in dematerialized form are requested to approach their respective Depository Participants for registering the Email address, Bank Mandates and Mobile No.

5. Shareholder who are holding shares in physical form are requested to register/update your Email ID and Bank Mandate with the Company/the Registrar and Share Transfer Agent (RTA), i.e. Purva Sharegist·y (India) Pvt. Ltd. 9 Shiv Shakti Ind. Estt., J R Boricha Marg, Lower Parel East, Mumbai - 400 011 by furnishing the following information:

Sl. No.	Particulars	Details
1.	Name	
2.	Folio No.	
3.	Email ID	
4.	Mobile No./Tel No.	
5.	Duly filled in Bank Mandate (format attached) along with Original /scanned copy of cancelled Cheque or copy of Passbook signed by Bank Manager with IFSC & MICR No.	
6.	Copy of PAN Card (Self attested)	

6. The above details along with requisite documents may be sent to RTA at Email ID: support@purvashare.com or to Shri Ashok Kumar Sahoo, Assistant Company Secretary at Email ID: ashoksahoo@goashipyard.com. For further details, request may kindly contact Shri Ashok Kumar Sahoo at Tel No. 91-832-2514232.

For Goa Shipyard Limited

(Chhaya Jain)
Company Secretary

Place: Vasco-da-Gama
Date: 07 Jul 2020

Electronic Payment System Mandate Form

To,

The Company Secretary,
Goa Shipyard Limited,
Vasco-da-Gama,
Goa – 403802.

Sub: **Electronic Payment System Mandate Form**

The details for processing the payment through NEFT / RTGS are given below:-

(1)	**Particulars of Shareholder**	
(i)	Name and Address of the Shareholder	
(ii)	Register Folio number	
iii)	Contact number	Tel. No. Mobile No.
(iv)	E-mail address of the shareholder	
(2)	**Particulars of Bank Account of the Shareholder**	
(i)	Name of the Bank	
(ii)	Address of the Bank Branch	
(iii)	Bank Telephone number	
(iv)	Bank IFS Code Number	
(v)	9 digit Code number of the Bank Branch (appearing on MICR cheque)	
(vi)	Type of Account (S.B., Current or Cash Credit) with Code (10/11/13).	
(v)	Account number (as appearing in the MICR cheque book)	
(vi)	**In lieu of the Bank Certificate to be obtained as under**, please attach any one of the following documents for verification of the above particulars: (i) Blank cancelled cheque, (ii) Photocopy of front page of your Bank Passbook containing aforesaid details of the Bank.	Attached (Please specify) _____
(3)	**Date of effect**	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the Company responsible. I agree to discharge the responsibility expected of me as a participant under the scheme.

(.....)
Date: Signature of shareholder

Certified that the particulars furnished above are correct as per our records.

Bank Stamp (.....)
Date Signature of the authorised official of the Bank