

## **DEMATERIALIZATION OF SHARES**

SEBI has, by notification no. SEBI/LAD- RO/GN/2018/24 dated June 8, 2018, amended Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and mandated transfer of shares to be carried out in dematerialized form only with effect from December 05, 2018. Further, SEBI by its Press Release no. 49/2018 dated December 3, 2018 extended the timeline for transfer of shares held in physical form to April 01, 2019.

With a view to facilitate seamless transfer of shares in future and as advised by the Stock Exchanges, shareholders holding shares in physical form are requested to dematerialize their shareholding in the Company. Such shareholders may, accordingly, get in touch with any Depository Participant having registration with SEBI to open a demat account

### **The procedure of dematerialization of shares is provided as below:**

- Open a demat account through a Depository Participant (DP) and obtain a unique Client ID number.
- The registered owner (shareholder) needs to submit a request to the concerned Depository Participant (DP) where he/she is maintained his demat a/c in the Dematerialization Request Form (DRF) for dematerialization, along with the original share certificate(s) to be dematerialized.
- DP verifies the DRF including the certificate(s). In case the DRF/share certificate(s) are not in order, the same will be returned to the shareholder for removing deficiencies. In case DRF and share certificate(s) are in order, DP will generate a Dematerialization Request Number (DRN).
- The DRF, with the DRN mentioned on it, will then be released electronically to the Company/Registrars and Share Transfer Agent of the company (RTA). The DP will also dispatch the original share certificate(s) along with the DRF to the Company/RTA for verification and approval.
- The Company/RTA will, after verification of DRF and share certificate(s), confirm acceptance of the request for dematerialization and will release the request in their software system and the same can be then viewed in shareholder demat a/c.

The contact details of RTA are available on the Company's website i.e., <https://investor.indiamart.com/index.htm> under the tab 'Contact Details'.

**REFERENCES:**

1. [SEBI Notification No. SEBI/LAD- RO/GN/2018/24 dated 8<sup>th</sup> June, 2018](#)
2. [BSE Circular dated 5<sup>th</sup> July, 2018](#)
3. [NSE Circular dated 9<sup>th</sup> July, 2018](#)
4. [Press Release no. 49/2018 dated 3<sup>rd</sup> December, 2018](#)
5. [SEBI's Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/655 dated 03<sup>rd</sup> November, 2021](#)
6. [SEBI Notification No. SEBI/LAD-NRO/GN/2022/66 dated 24<sup>th</sup> January, 2022](#)
7. [SEBI Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2022/8 dated 25<sup>th</sup> January, 2022](#)

**QUERY:**

Please send your queries, if any, to [cs@indiamart.com](mailto:cs@indiamart.com)