## TRIOCHEM PRODUCTS LIMITED

Registered Office: 4<sup>th</sup> Floor, Sambava Chambers, Sir. P. M. Road, Fort, Mumbai, Maharashtra, PIN: 400001. Telephone: 00 91 (22) 2266 3150 Fax: 00 91 (22) 2202 4657 E-mail: <u>info@amphray.com</u> Website: <u>www.triochemproducts.com</u> Corporate Identity Number: L24249MH1972PLC015544

### FREQUENTLY ASKED QUESATIONS (FAQ)

#### 1. What is Depository System?

Depository system is the system in which your shareholding is kept in the electronic form with a Depository Participant (DP). Your DP will give you a statement showing the credit of the shareholding of all the Companies that you hold in that account.

#### 2. Who is DP? And what does he do?

DP is the connection between you and the Company through the Depositories viz. National Securities Depository Ltd (NSDL) and Central Depository Services (India) Ltd (CSDL). They maintain your account, make entries in your account when you transact, take your physical share certificates and do the dematting on your behalf.

#### 3. Can we have the list of DPs? What is the service charge levied?

The list of DPs located at various cities with their address, telephone, fax and with a comparative table of charges is available with NSDL and CSDL. Their Website address is <u>www.nsdl.co.in</u> and <u>www.cdslindia.com</u>

#### 4. What are the benefits of opening a Depository Account / Depository System?

- 4.1. The benefits of holding shares electronic form with a DP are:
  - 4.1.1. Elimination of postal delays.
  - 4.1.2. Elimination of bad deliveries.
  - 4.1.3. Elimination of loss of certificates in transit.
  - 4.1.4. Elimination of fake, forged, counterfeit transfers.
  - 4.1.5. No stamp duty on transfer.
  - 4.1.6. Reduction in transaction costs like brokerage, postage etc.
  - 4.1.7. Immediate ownership of securities on settlement.
  - 4.1.8. Minimized paper work.
- 4.2. Triochem Products Limited., Equity shares bear Security Number: ISIN No.: INE331E01013

#### 5. How much time it takes to dematerialise my shares?

It takes 10-15 days to process your request after receipt of the physical documents as well the electronic entry from the DP.

#### 6. What should I do to get my dividends through ECS in physical holding?

You have to access the link under ECS mandate and download the Form. Please follow the instructions mentioned therein and fill in the required information. After signing the same, please register it by forwarding it to our Registrar and Transfer Agents, M/s Sharex Dynamic (India) Pvt Ltd. For the shares held in dematerialized mode, you need to contact your Depository Participant for registration of ECS mandate.





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- 7. In case of adding my family member's names, does that construe to be a transfer? Yes Adding a name or deleting a name voluntarily amounts to a transfer. Therefore, furnishing a Transfer deed is a pre-requisite.
- 8. What is the normal time for processing the transfer or any other requests? Our Registrar and Transfer Agents, M/s. Link Intime India Private Limited have the adequate infrastructure to process the transfer as well attends to all the investors' queries. The share transfer requests received are processed within 15 days from the date of receipt; subject to the transfer instruments being valid and complete in all respect.

MUFG Intime India Private Limited. Unit: Triochem Products Limited C-101, 247 Park, L. B. S. Marg, Vikhroli (West), Mumbai, PIN 400 083. Telephone No.: +91 22 4918 6000 Fax No.: +91 22 498 6060 Email: rnt.helpdesk@in.mpms.mufg.com Website: www.in.mpms.mufg.com



