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**Dear Shareholder**

**IGI HOLDINGS LIMITED - NOTICE FOR UNCLAIMED DIVIDEND**

The above Company's record indicates that an amount of Rs. \_\_\_\_\_ being unclaimed dividend from April 2015 to May 2016 is due to you:

You are requested to immediately lodge your claim by filling in the **Claim Form** below and mailing it to us at above mentioned address on this letterhead, along with relevant documents in support of your claim. Please note that if the we do not receive a claim form from you within 90 days hereof i.e. latest by May 24, 2020, then the Company shall proceed to deposit the above unclaimed dividend amount, with the Federal Government in compliance with Section 244 of the Companies Act, 2017.

Yours truly

REGISTRAR

IGI Holdings Limited

(This is a system generated letter and does not require signature) – (Please ignore if you have already received the above amount)

**CLAIM FORM**

I hereby claim the above dividend amount as appearing in Company's books rightfully belongs to me and confirm that no payment have been received there-against. I enclose documents in support of my claim as below:

**IGI Holdings Limited - Folio:** \_\_\_\_\_

1. Name as per CNIC : \_\_\_\_\_ CNIC #: \_\_\_\_\_

2. Father / Husband name : \_\_\_\_\_

3. Complete mailing Address : \_\_\_\_\_

\_\_\_\_\_, Total dividend claimed: \_\_\_\_\_

4. Contact No. : Tel : \_\_\_\_\_ Cell : \_\_\_\_\_ Email : \_\_\_\_\_

5. IBAN : \_\_\_\_\_ Account Title: \_\_\_\_\_

Bank name and Branch Address: \_\_\_\_\_

6. I/ we attach the following documents in support of my/our claim :

- Unclaimed dividend warrant.
- Photocopy of latest dividend warrant or share certificate/ CDC statement
- Photocopy of CNIC/passport of the principal shareholder
- Attested copy of Nikahnama, in case CNIC name of a female shareholder differs with that recorded with the Company (due to marriage, etc), alongwith a request letter for updating the new name in Company's record and on the certificate
- Bank Account Maintenance Certificate in case of joint account holder and/or mismatch in account title with name as per CNIC
- Attested copy of electricity/gas/telephone bill showing the current address if it differs with Company's record, alongwith request to record the new address
- Attested copy of succession and death certificate, if the shareholder has passed away. The dividend will be paid after transfer of shares in the name of legal heirs.

7. Signature : \_\_\_\_\_

(to be signed in accordance with specimen recorded with the Company)