

C & K Management Associates (Private) Limited
Share Registrar Department

Notice to the shareholders of _____ (company name)

Dear Sir/Madam,

Dividend Mandate (Optional):

Under Section 250 of the Companies Ordinance, 1984 a shareholder may, if so desires, direct the Company to pay dividend through his/ her/its bank account. In pursuance of the directions given by the Securities and Exchange Commission of Pakistan (SECP) vide Circular Number 18 of 2012 dated June 05, 2012, kindly authorize the company for direct credit of your cash dividend in your bank account (please note that giving bank mandate for dividend payments is optional, in case you do not wish to avail this facility please ignore this notice, dividend will be paid to you through dividend warrant at your registered address). If you want to avail the facility of direct credit of dividend amount in your bank account, please provide following information:

| Bank Account Details of Shareholder | |
|--|--|
| Title of Bank Account | |
| Bank Account Number (including Branch Code) | |
| Bank's name | |
| Branch name and address | |
| Cell number of shareholder | |
| Landline number of shareholder, if any | |
| It is stated that the above-mentioned information is correct and in case of any change therein, I / we will immediately intimate to the company and the concerned share registrar. | |
| <hr style="width: 40%; margin-left: 0;"/> | |
| Name, signature, folio # and CNIC number of shareholder | |
| Notes: | |
| (1) Those shareholders, who hold shares in book entry form in their CDS accounts, will provide the above dividend mandate information directly to their respective Participant / CDC Investor Account Services Department. | |
| (2) If dividend mandate information has already been provided by you, ignore this request. | |

Submission of copy of CNIC (Mandatory):

The Securities and Exchange Commission of Pakistan (SECP) vide their S.R.O. 779 (i) 2011 dated August 18, 2011 has directed the company to print your Computerized National Identity Card (CNIC) number on your dividend warrants and if your CNIC number is not available in our records, your dividend warrant will not be issued / dispatched to you. In order to comply with this regulatory requirement, you are requested to kindly send photocopy of your CNIC to us immediately at our address '**Share Registrar Department, C & K Management Associates (Private) Limited 404, Trade Tower, Abdullah Haroon Road, Near Metropole Hotel, Saddar Karachi**. Kindly ignore if you have already provided your CNIC number to us. Corporate shareholders are requested to provide their National Tax Numbers (NTN) to us.

Unclaimed Shares / Dividends:

You may also write to us for any outstanding / unclaimed cash dividend or bonus shares issued to you by company in past years.

Dated: _____
