

**FORMAT FOR REPORTING LOSS OF SHARE CERTIFICATE**

Date: \_\_\_\_\_

From: <name>  
\_\_\_\_\_ <address>  
\_\_\_\_\_  
\_\_\_\_\_

Tel No (office): \_\_\_\_\_

(residence): \_\_\_\_\_

Email: \_\_\_\_\_

To  
Menon Bearings Limited  
G 1 MIDC Gokulshirgaon,  
Kolhpur - 416234

Dear Sir,

**Ref: Folio No.** \_\_\_\_\_

**Sub: Loss of share certificate**

I/we, are holding \_\_\_ Equity Shares of Rs. 10/- each under the above folio.

This is to inform you that the following share certificate(s) has been lost/ misplaced by me/us on \_\_\_\_\_ / during \_\_\_\_\_:

Certificate No.	Distinctive No(s).		No. of Shares
	From	To	

We request you to please note the above and intimate me/us the procedure for issue of duplicate share certificate.

I/we confirm that the above mentioned share certificate(s) are not sold/ pledged or given to anyone for any consideration and declare that what is stated above are true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

\_\_\_\_\_  
(Signature of sole/first holder)

\_\_\_\_\_  
(Signature of 2<sup>nd</sup> holder)

\_\_\_\_\_  
(Signature of 3<sup>rd</sup> holder)

Note: Kindly send the request duly signed by the Registered Shareholder to M/s. LINK INTIME INDIA PVT. LTD.

On checking the details, the formalities required for issuing the Duplicate Certificate be intimated to the Registered Shareholder.