

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 2nd holder)

(Signature of 3rd 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.