

# SUMIT WOODS LIMITED

CIN:L36101MH1997PLC152192

**Registered Off:** - B-Wing, Office No-1101, Opp. Reliance Office, Express Zone, W.E.Highway,  
Malad-East Mumbai 400097 **Tel.:** 022- 2874 9966 177 **Fax:**022-2874 3377 **Email:**

[contact@sumitwoods.com](mailto:contact@sumitwoods.com) Web: [www.sumitwoods.com](http://www.sumitwoods.com)

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August 13, 2020

The Manager,  
Listing Department,  
The National Stock Exchange of India Limited,  
'Exchange Plaza', C-1 Block G,  
BandraKurla Complex, Bandra (E)  
Mumbai – 400051

Dear Sir/Madam,

**Sub: Request to shareholders to update their email addresses with the company**  
**Ref. Regulation 30 of SEBI (LODR) Regulations, 2015 read with MCA CircularNo.20/2020**  
**dated May 5, 2020.**

**NSE Symbol: SUMIT**  
**ISIN: INE748Z01013**

With reference to above, we bring to kind notice of shareholders of the Company that due to covid-19 pandemic, the postal and courier services had been badly affected. Hence, Ministry of corporate affairs and Securities Exchange Board of India had issued notifications to permit to send most of the communications to shareholders who have not registered their e-mail address, to do so to receive notice and annual report of forth coming Annual General Meeting and other communications.

Further, we bring to notice of the shareholders that Pursuant to the General Circular No.20/2020 dated May 5, 2020 issued by the Ministry of Corporate Affairs, Government of India, Company is exempted from sending physical copies of notice and annual report to shareholders for the year. Hence, the Company will be sending the annual reports, notices and other communications in electronic form only.

We, therefore request the Members of Sumit Woods Limited ("Company"), who have not yet registered their email address, to register the same in respect of shares held in electronic form with the Depository through their Depository Participant(s) and in respect of shares held in physical form by writing to the Company's Registrar and Transfer Agent, Bigshare Services Private Limited (Unit: Sumit Woods Limited), 1st Floor, Bharat Tin Works Building, Opp. Vasant Oasis, Makwana Road, Marol, Andheri East, Mumbai, Maharashtra 400059

Thanking you.

Yours faithfully

**For Sumit Woods Limited**  
**(formally known as Sumit Woods Private Limited)**

**BhushanNemlekar**  
**Whole time Director**  
**DIN: 00043824**