

MANDATORY DEMATERIALIZATION FOR TRANSFER OF SECURITIES

Securities Exchange Board of India (SEBI) vide SEBI (Listing Regulations and Disclosure Requirements) (Fourth Amendment) Regulations, 2018 dated June 8, 2018 has amended Regulation 40 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, whereby transfer of securities of a listed company shall not be processed unless the securities are held in dematerialized form with a Depository. The said regulations shall be effective from December 5, 2018 and all the securities lodged for transfer thereafter shall be in dematerialized form only.

Debenture-holders, holding debentures in physical form are requested to arrange the dematerialization of the said debentures at earliest to avoid any inconvenience in future for transferring those debentures. Registrars and Transfer Agent (RTA) and Company will not be accepting any request for transfer of debentures in physical form with effect from December 5, 2018.

Dematerialization of debentures has various advantages like immediate transfer of debentures, no stamp duty on transfer, immediate credit of interest/ principal repayment due to linkage of bank account, elimination of risks associated with physical certificates such as forged transfer, bad deliveries, etc.

The process or dematerialization of debentures is as follows:

1. In case you do not already have an account with a Depository Participant (DP), open an account with a DP by filling up an Account Opening Form and signing a "Participant-Client Agreement". Then a unique client ID number will be given, which must be quoted in all correspondence with the DP.
2. Thereafter, fill up and submit a Dematerialization Request Form (DRF) provided by the DP duly signed by all the holders and surrender the physical debentures intended to be dematted to the DP.
3. The DP upon receipt of the debentures and the DRF will issue an acknowledgement and will send an electronic request to RTA of the Company through the Depository for confirmation of demat. The DP will simultaneously surrender the DRF and the debentures to the RTA of the Company with a covering letter requesting to confirm demat.
4. RTA after necessary verification of the documents received from the DP, will cancel the physical debentures and confirm demat to the Depository. This confirmation will be passed on by the Depository to the DP which holds investor's account. After receiving this confirmation from the Depository, the DP will credit investor account with the number of debentures dematerialized. The DP will hold the debentures in the dematerialized form thereafter on behalf of the investor. Hence one would become the beneficial owner of these dematerialized debentures.
5. When the beneficial owner submits the debentures for dematerialization, his DP will deface the debenture certificates with the stamp "SURRENDERED FOR DEMATERIALIZATION". This ensures that debentures are not lost in transit or misused till credit is received in demat account.
6. The securities on dematerialisation will appear as balances in the depository account. These balances can be transferred like the debentures held in physical form. Dematerialised debentures are in the fungible form and do not have any distinctive or certificate numbers.

We request you to get the physical debentures certificates dematerialized at the earliest.

Debenture-holders can visit the below mentioned websites of the Depositories viz., National Securities Depository Limited (NSDL) or Central Depository Services (India) Limited (CDSL) for further understanding of the demat procedure:

NSDL website: <https://nsdl.co.in/faqs/fag.php> (dematerialization)

CDSL website: <https://www.cdslindia.com/investors/open-demat.aspx>

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In case if you have any queries or need any assistance in this regard, please contact:

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