

No.EPCH-01/01(4)/2008-2009

March 16, 2009

To,

Members,

SUB : Additional information to the queries on sale of equity shares of India Exposition Mart Ltd. (IEML) hold in the name of Export Promotion Council for Handicrafts (EPCH)

Sir,

This is in continuation to our letter dated 13.3.2009 on the above subject and a registered letter sent to you on the same day. Please note the following:-

- 1) Please quote your above membership number in all correspondence.
- 2) The last date for submission of the application is 22nd March'2009 (Sunday) by 05:00 pm i.e. within 10 days from the date of our letter dated 13.3.2009. **Only demand draft / pay order will be accepted alongwith duly filled application. The office will remain open on Sunday and no further extension shall be granted.** All applications be sent only to O/o EPCH, EPCH House, Pocket 6 & 7, Sector `C', Vasant Kunj, New Delhi-70.
- 3) A member is entitled for 514 equity shares @ Rs.10/- each aggregating to Rs.5140/- or shares applied less than 514. Such request be sent on form no.I alongwith demand draft / pay order.
- 4) Upon receipt of application, an acknowledgement shall be issued by EPCH alongwith a reference number and list shall be placed on the website. You may check your details of receipt of application and entitlement of shares applied on Form-I on 23rd March'2009 by 05:00 pm on EPCH website www.epch.com Please check your name appears on same and incase, it is not, please send an email to the following help desk:-taxation@epch.com
- 5) Application for additional shares to be furnished on form no.II alongwith 50% of the face value of the shares that the member is interested to buy over and above their entitlement by 22nd March'09. This money is to be calculated @ Rs.10/- each shares and to be paid 50% of the aggregating amount by way of demand draft/pay order and balance on confirmation. However, entitlement of additional shares shall be confirmed in due course with the same reference.
- 6) The members who have not applied by the deadline of 22nd March'09 and also not submitted the form for renunciation, will automatically be considered as not interested members.
- 7) Please note all demand drafts/pay orders received in the O/o EPCH shall be deposited to the bank on day to day basis irrespective of the fact the consideration of the number of shares requested by the member. The same shall be provided on pro-rata basis after allotment to all

entitled members submitted their application. The excess amount received shall be refunded in due course.

- 8) All forms and earlier circulars are also placed on our website : www.epch.com.

Thanking you,

Yours faithfully,

(RAKESH KUMAR)
EXECUTIVE DIRECTOR-cum -SECRETARY