



**Procedure / Guidelines for Investors to file claim in respect of the Unclaimed Dividend or Shares transferred to the Investor Education and Protection Fund (IEPF):**

With effect from September 07, 2016, Investors / Depositors whose unpaid dividends, matured deposits or debentures etc. have been transferred to IEPF under Companies Act, 1956 and / or the Act, can claim the amounts. In addition, claims can also be made in respect of shares which have been transferred into the IEPF.

Procedure / Guidelines to file claim for unclaimed dividend or shares transferred to IEPF is as follows:

- i) Download the form IEPF-5 from the website of IEPF (<http://www.iepf.gov.in>) for filing the claim for refund. Read the instructions provided on the website/instruction kit along with the e-form carefully before filling the form.
- ii) After filling the form save it on your computer and submit the duly filled form by following the instructions given in the upload link on the website. On successful uploading an acknowledgement will be generated indicating the SRN. Please note the SRN for future tracking of the form.
- iii) Take a printout of the duly filled IEPF-5 and the acknowledgement issued after uploading the form.
- iv) Submit an indemnity bond in original, copy of acknowledgement and self-attested copy of e-form along with the other documents as mentioned in the Form IEPF-5 to Nodal Officer (IEPF) of the company at its registered office in an envelope marked "Claim for refund from IEPF Authority". It is to be noted that submission of documents to the Company is necessary to initiate the refund process.
- v) Claim forms completed in all aspects will be verified by the concerned company and on the basis of company's verification report, refund will be released by the IEPF Authority in favour of claimants' Aadhaar linked bank account through electronic transfer.

For this purpose, the investors may also contact the Nodal Officer of the Company for IEPF, Mr. Amit Jaiswal Company Secretary, e-mail: [amitjaiswal@jagran.com](mailto:amitjaiswal@jagran.com) or refer the Company's website [www.jplcorp.in](http://www.jplcorp.in) or the RTA of the Company Karvy Fintech Private Limited on the mail id [einward.ris@karvy.com](mailto:einward.ris@karvy.com).

**Contact Details:**

**1) Nodal Officer for the purpose of Coordination with IEPF Authority**

Amit Jaiswal  
Company Secretary  
Email: [amitjaiswal@jagran.com](mailto:amitjaiswal@jagran.com)

**2) Registrar and Share Transfer Agents (RTA)**

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Karvy Selenium Tower B, Plot 31-32, Gachibowli  
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