



POLYCHEM LIMITED

CIN: L24100MH1955PLC009663

Regd. Office: 7, Jamshedji Tata Road, Churchgate Reclamation, Mumbai 400 020.

Tel. No. 022 22820048 Fax No. 022 22850606

Email: polychemltd@kilachand.com Website: <http://www.polychemltd.com>

NOTICE FOR REGISTRATION /UPDATION OF E-MAIL ADDRESSES, MOBILE NO. AND BANK ACCOUNT

REGISTRATION

For the attention of Shareholders of Polychem Limited

Members are requested to note that the Ministry of Corporate Affairs and the Securities and Exchange Board of India have issued notifications to permit most of the communications to shareholders through their registered email addresses. Following the notifications issued by MCA and SEBI, copies of the Annual Report for the year ended March 31, 2020 and Notice of AGM will be sent in electronic mode by email due to the Covid 19 global pandemic.

In order to comply with the requirement of Rule 18(3)(i) of the Companies (Management and Administration) Rules, 2014 and General Circular No. 20/2020 dated 5th May, 2020 issued by the Ministry of Corporate Affairs read with Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May, 2020 issued by the SEBI, the Company is giving opportunity to all its members who have not yet registered their e-mail address, mobile no. and bank account, to register these details immediately 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 communication to the Company's Registrar and Share Transfer Agent (RTA), M/s. Link Intime India Private Limited, C 101, 247 Park, L. B. S. Marg, Vikhroli (West), Mumbai – 400083, Maharashtra.

The Company has enabled a process for the limited purpose of receiving the Company's Annual Report and Notice of AGM (including remote e-voting instruction) electronically and members may temporarily register/update their e-mail address on or before July 27, 2020, by accessing the link: https://linkintime.co.in/emailreg/email_register.html or on their web site www.linkintime.co.in under Investor Services tab by choosing the e-mail registration heading and follow registration process as guided therein.

For Polychem Limited

Sd/-

Deepali V. Chauhan

Company Secretary & Compliance Officer

Date: 13-07-2020

Place: Mumbai