



SATELLITE CORPORATE SERVICES PVT. LTD.

Category - I, Registrar to an Issue & Share Transfer Agent, Reg. No. INR000003639

Regd. Off.: Office No. A/106-107, Dattani Plaza, East West Compound, Andheri Kurla Road, Safed Pool, Sakinaka, Mumbai - 400 072. Tel.: 022-28520461, 022-28520462 E-mail : service@satellitecorporate.com, scs_pl@yahoo.co.in
CIN NO.: U65990MH1994PTC077057 Website : www.satellitecorporate.com

Investor Grievance Redressal

A. Modes and Escalation Mechanism is as under :

- Online / Electronic Mode :

Online Portal		https://www.satellitecorporate.com
E-mail id	First Level Escalation	iinvestorservice@satellitecorporate.com
	Second Level Escalation	service@satellitecorporate.com

- Telephone :

Contact Numbers	First Level	022-28520461
	Escalation	022-28520463

- Physical Mode :

Physical Letter	First Level	Investor Service Cell Satellite Corporate Services Pvt Limited A-106-107, Dattani Plaza, East West Indl. Compound Andheri Kurla Road, Safed Pool, Sakinka, Mumbai-400072
	Escalation	Compliance Officer Satellite Corporate Services Pvt Limited A-106-107, Dattani Plaza, East West Indl. Compound Andheri Kurla Road, Safed Pool, Sakinka, Mumbai- 400072

B. Investor can log into <https://www.satellitecorporate.com/query-service-request> and post their query /grievance.

C. Investor can dial on help numbers as above for any query or concern.

D. For lodging the grievance, the investor can post their query in the portal <https://satellitecorporate.com> write to us at our dedicated e-mail address or through physical letter.

E. While lodging a complaint it is necessary for investor to mention the following:

- Nature of Complaint
- Name of Issuer Company
- Folio number
- Full Name of shareholder
- E-mail address and mobile number
- Reference to any previous correspondence made in this regard
- Provide the relevant documents and
- also update KYC and details, if there are any changes

F. Upon receipt of the complaint, we after due verification shall send intimation of redressal / resolution of complaint via e-mail / physical letter as applicable within 21 calendar days from the date of receipt of complaint.