



# PATELS AIRTEMP (INDIA) LTD.

Regd. Office : 5th Floor, Kalpana Complex,  
Near Memnagar Fire Station, Navrangpura, Ahmedabad - 380 009.  
Gujarat, India.



Date : 15th June 2011

Dear Shareholders,

The Ministry of Corporate Affairs ('Ministry') has taken a "Green Initiative in Corporate Governance" by allowing paperless compliance by companies through electronic mode. In accordance with the recent circulars bearing no. 17/2011 dated 21.04.2011 and 18/2011 dated 29.04.2011 issued by the Ministry, companies can now send various notices /documents (including notice calling Extra Ordinary/Annual General Meetings, Audited Financial Statements, Directors' Report, Auditors' Report etc) to their shareholders through electronic mode, to the registered e- mail addresses of the shareholders.

Shareholders can contribute to the Corporate Social Responsibility initiative of the Company. All you have to do is to register your e-mail id with the Company to receive communication through electronic mode.

### Benefits of receiving e-communications:

- Receive communication promptly
- Ease of permanent storage of e-documents
- Reduce paper consumption and save trees
- Avoid loss of document in postal transit
- Save costs on paper and postage

Kindly note that if you still wish to get a hard copy/physical copy of all the communications, the Company undertakes to provide the same at no extra cost to you. Those shareholders who are not opting for e-mail registration will continue to receive physical copies of documents mentioned in the letter.

### In case of Shares held in Demat form

For Shareholders holding shares in Demat form, the Company will send documents in electronic form to Email ID of the shareholders registered with depository. All shareholders are requested to ensure that registered Email Id with the depository should be current and updated to receive notices / documents electronically.

### In case of Shares held in Physical form

Shareholders having shares in physical form should provide their Email Id to the Company's Registrar for opting to receive notices / documents electronically. To Register the E-mail ID with the company shareholders holding shares in physical form are requested to submit the following Form duly filled & signed by the shareholders.

Company is inviting registration of e-mail IDs of shareholders, in the format given below with a request to send the same to our Registrar at the following address by **15 July 2011**.

## Registrar & Share Transfer Agents

**Bigshare Services Pvt. Ltd.**

**(Unit: Patels Airtemp (India) Ltd.)**

E-2/3, Ansa Industrial Estate, Sakivihar Road, Saki Naka, Andheri (E), Mumbai-400 072

investor@bigshareonline.com

Name of Shareholder(s)\* : \_\_\_\_\_

Folio No.\* : \_\_\_\_\_

No. of Share held as on Date\* : \_\_\_\_\_

E-mail ID (Permanent)\* : \_\_\_\_\_

E-mail ID (Alternative) : \_\_\_\_\_

Contact No. (Mobile) : \_\_\_\_\_

Signature of Shareholder(s) : (1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_