



Transpek Industry Limited

Regd. Office: 6th Floor, Marble Arch, Race Course,
Vadodara 390 007.

January 11, 2012

To

The Members of the Company

We are pleased to inform you that the Company is planning to take a step towards Green Initiative in Corporate Governance, taking into consideration the Circular No. 17/95/2011-CL.V dated 20.05.2011 issued by the Government of India, Ministry of Corporate Affairs, New Delhi, allowing paperless compliances by the Companies.

Your Company has decided to support this Green Initiative by planning in future the dispatch of notices and documents to shareholders in electronic mode via e-mail.

We would appreciate your co-operation / support in this matter by registering/updating your e-mail address with your Depository Participant (DP) to enable us to deliver the Notice of Annual General Meeting and its accompaniments as well as other documents from time to time via e-mail. Shareholders holding shares in physical form and desirous of availing electronic form of delivery of documents are requested to update their email addresses with our Registrars and Transfer Agents – M/s Link Intime India Private Limited having office at B-102 & 103, Shangrila Complex, First Floor, Opp. HDFC Bank, Near Radhakrishna Charrasta, Akota, Vadodara 390 020.

To accomplish the objective, members are requested to furnish the following information to enable the Company to send Notice of Annual General Meeting and its accompaniments as well as other documents from time to time in future via e-mail:

- Name of the Member
- Address of the Member
- No. of shares held
- L.F. No. / Client Id. / DP Id.
- E-mail id of the Member
- Signature along with PAN

We shall be thankful to the members for their co-operation in the matter.

Members are requested to furnish the aforesaid information on email to our Registrars and Transfer Agents Ms. Link Intime India Pvt. Ltd. at their email address: vadodara@linkintime.co.in .

Thanking you,

Yours faithfully,

For Transpek Industry Limited

S. K. Solanki

General Manager & Company Secretary