

**THE GREAT EASTERN  
SHIPPING COMPANY LIMITED**

CIN: L35110MH1948PLC006472



OCEAN HOUSE, 134/A, Dr. Annie Besant Road, Worli, Mumbai - 400 018, INDIA. Tel.: +91 (22) 6561 3000 / 2492 2100 Fax: +91 (22) 2498 5343

Our Ref: S/2020/JMT

June 05, 2020

**BSE Limited**  
1<sup>st</sup> Floor, Phiroze Jeejeebhoy Towers,  
Dalal Street,  
MUMBAI - 400 001

**National Stock Exchange of India Limited**  
Exchange Plaza, 5<sup>th</sup> Floor, Plot No. C/1,  
Bandra Kurla Complex, Bandra (East),  
Mumbai - 400 051

Dear Sir,

**SUB: REGISTERING/UPDATING THE E-MAIL ADDRESS/ BANK ACCOUNT DETAILS.**

Please find enclosed communication being sent to the shareholders in connection with registering/updating their e-mail address for receiving all communication from the Company including Annual Report, Notices, Circulars, etc. and the bank account details for receiving dividends.

This is for your information and records.

Thanking You,

Yours faithfully,

**For The Great Eastern Shipping Co. Ltd.**

**Jayesh M. Trivedi**  
**President (Seci. & Legal) & Company Secretary**  
Email id: [jayesh\\_trivedi@greatship.com](mailto:jayesh_trivedi@greatship.com)

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June 04, 2020

**The Equity Shareholders**

**The Great Eastern Shipping Company Limited**

Dear Sir/Madam,

In view of the prevailing Covid-19 situation, Ministry of Corporate Affairs has, vide its Circular dated May 05, 2020, allowed companies to send annual reports to the members only by way of emails. The Circular further states that in case companies are unable to pay the dividend to any shareholder by the electronic mode, the companies shall upon normalization of the postal services, dispatch the dividend warrants/ cheques to such shareholder by post.

In view of the same, if you are holding shares in electronic form, you are requested to register/update your e-mail address for receiving all communication from the Company including Annual Report, Notices, Circulars, etc. and your bank account details for receiving dividend with your Depository Participant.

If you are holding shares in physical form, kindly register / update your email address by writing a letter to the Company or to the Company's Registrar and Transfer Agent ('RTA') - KFin Technologies Private Ltd. Scanned copy of the letter along with self-attested copies of your PAN Card may be emailed to the Company at [shares@greatship.com](mailto:shares@greatship.com) or to the RTA at [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com).

You may also register / update your bank account details for receiving dividend by writing a letter to the Company / RTA or by completing the application requesting payment of dividend through ECS (which is available on the website of the Company : [www.greatship.com](http://www.greatship.com)). Scanned copy of the letter / application duly filled in (along with self-attested copies of your PAN & AADHAR Card and cancelled cheque leaf/first two pages of bank passbook) may be emailed to the Company at [shares@greatship.com](mailto:shares@greatship.com) or to the RTA at [inward.ris@kfintech.com](mailto:inward.ris@kfintech.com).

The original documents as aforesaid may be sent in due course to the Company at its registered office or to the RTA at the following address:

KFin Technologies Private Ltd.

Unit: The Great Eastern Shipping Co. Ltd.

Selenium Tower B, Plot No. 31 & 32, Gachibowli

Financial District, Nanakramguda, Hyderabad--500032

Email: [enward\\_risc@kfinotech.com](mailto:enward_risc@kfinotech.com)

Thanking You,

Yours faithfully,

For The Great Eastern Shipping Co. Ltd.



Jayesh M. Trivedi

President (Secl. & Legal) & Company Secretary