



URJA GLOBAL LIMITED

Ministry of Corporate Affairs (“MCA”) has recently taken a “Green Initiative in Corporate Governance” by allowing paperless compliances by the companies. Towards this, MCA has issued Circulars 17/2011 and 18/2011 dated 21st April, 2011 and 29th April, 2011 respectively stating that the service of notice / document by a company to its shareholders can now be made through electronic mode, subject to a few conditions. Our company appreciates the initiative taken by MCA, as it believes strongly in a Greener Environment. This initiative also helps in prompt receipt of communication, apart from helping avoid losses / delays in postal transit.

It also provides that where any Member has not registered his e-mail address with the Company, the service of documents etc. will be effected by other modes of service as provided under Section 53 of the Companies Act, 1956.

This initiative of MCA is warmly welcomed since it will benefit the society at large through reduction in paper consumption and would contribute towards a sustainable greener environment.

In view of above, we are proposing to provide an option to our members for receiving all documents and communications including notices, abstract, Annual Report etc., via e-mail.

- For Members holding shares in electronic form, the e-mail address provided by them and made available to us by the depositories will be used for sending such documents. Members are thus requested to register / update their email address with their depositories.
- Members holding shares in physical form are requested to register their valid email address with the Company in the format mentioned below to our Registrar and Share Transfer Agent M/s Alankit Assignments Limited.

Thanking you,

Yours Truly,
For **Urja Global Limited**

Sd/-
Company Secretary

Registered Office: 3, Gagan Vihar, IInd Floor, Delhi-110 092
Corporate Office: 487/63, National Market, Peeragarhi- 110 087
Tel: 011 - 25279143, 011 – 45588275, Fax: 011 - 45588276
Website: www.urjaglobal.in, e-mail: info@urjaglobal.in

(To be given by Shareholders holding shares in Physical Form only. Shareholders holding shares in demat mode are requested to give their E-mail ID to their Depository Participant in the format provided by them)

To,
M/s. Alankit Assignments Limited,
2E/21, Alankit House,
Jhandewalan Extension,
New Delhi – 110 055
Ph: 011 – 42541234

Sub: Updation of Email Address for receiving documents in Electronic Mode

Dear Ma'am/Sir,

Please register my email address for the purpose of sending Annual Report and other notice/documents in electronic mode:

Unit: Urja Global Limited

Folio Number: _____

Name of First Names Shareholders: _____

Personal E-mail ID: _____

Signature of First Named Shareholder: _____