

**REQUEST LETTER
FOR HARD COPY OF “EMCO INDUSTRIES LIMITED” ANNUAL REPORT**

Date: _____

**The Company Secretary,
Emco Industries Limited,
4th Floor, National Tower,
28-Egerton Road,
Lahore.**

Subject: **Request for Hard Copy of Annual Report of Emco Industries Limited.**

Dear Sir,

As notified by the Securities and Exchange Commission of Pakistan {“SECP”} vide its S.R.O. 470(1)2016 dated May 31, 2016 and approved by the Members in the Annual General Meeting of Emco Industries Limited held on 28-Sep-2017, the Company shall circulate its annual balance sheet, profit and loss account, auditor’s report and directors report etc. [“ Annual Audited Accounts”] to its shareholders through CD/DVD/USB at their registered address, except those who opt for hardcopy of the Annual Audited Accounts by filling out the details below and sending it to the Company Secretary.

I, being a registered member of Emco Industries Limited, with my particulars as mention below, hereby request that my name be added to the list of members of the company who opt for delivery of a hardcopy of the “Annual Audited Accounts” of the company at their registered address instead of providing the same through CD/DVD/USB.

Name of Member(s)	
CDC Participant ID & Sub-Account No.	
CNIC/NICOP/Passport/NTN No. (please attach copy)	
Address of Shareholder	
Land Line Telephone No. (if any)	
Cell No. (if any)	
Email address	

Yours truly,

Member’s Signature
(Please affix company stamp in case of corporate entity)