

"Dear Shareholders,

I am writing to you today to provide an update on the basic process flow for the withdrawal of amount from the Corporate Voluntary Liquidation Account under Regulation 39(7) of the Insolvency and Bankruptcy Board of India (Voluntary Liquidation Process) Regulations, 2017.

If you are a stakeholder who have either not claimed the proceeds of shares and wishes to withdraw the amount from the Corporate Voluntary Liquidation Account, **as per IBBI (Voluntary Liquidation Process) Regulations, 2017 (Regulations), a claim received for withdrawal from Corporate Voluntary Liquidation Account can be processed only after the dissolution of the Corporate Person undergoing voluntary liquidation process. Since in the instant matter, M/s Unit Trust of India Investment Advisory Services Limited has not been dissolved, the claim cannot be processed till its dissolution by Hon'ble NCLT.** You need to follow the below-mentioned basic process flow **after the dissolution of M/s Unit Trust of India Investment Advisory Services Limited:**

Step-1 - Fill Form-I: The stakeholder needs to fill Form-I for withdrawal of amount from the Corporate Voluntary Liquidation Account. This form can be obtained from the website www.utias.com.

Step-2 -Attach necessary documents: Along with the Form-I, the stakeholder needs to attach necessary documents such as Share Certificate, Identity proof, Address proof and Bank Account details.

Step-3 -Submit Form-I to the IBBI: The stakeholder needs to submit the duly filled Form-I along with the necessary documents to the IBBI at the below mentioned address.

To,

The Liquidation Division
Insolvency and Bankruptcy Board of India
7th Floor, Mayur Bhawan, Shankar Market,
Connaught Circus, New Delhi -110001.

Step-4- Verification by IBBI: The IBBI, after seeking inputs from the Liquidator, will verify the stakeholders' details and if satisfied, it will process the request for withdrawal of the amount from the Corporate Voluntary Liquidation Account.

Step-5- Payment: Upon approval of the request, the IBBI will make payment to the stakeholder from the Corporate Voluntary Liquidation Account.

I hope this information provides you with a better understanding of the basic process flow for the withdrawal of amount from the Corporate Voluntary Liquidation Account. For further queries or concerns you can contact on the phone numbers provided on the website of IBBI and mail at liqvol@ibbi.gov.in"