

HOV Services Limited

Regd. Off.:3rd Floor, Sharda Arcade, Pune Satara Road, Bibwewadi, Pune - 411 037,
Ph No. (020) 2423 1612/13/14/22/23

IMPORTANT MESSAGE FOR SHAREHOLDERS

April 15, 2013

Dear Shareholder,

Sub: Update/registering in email ids

The Ministry of Corporate Affairs has taken a "Green Initiative in Corporate Governance" by allowing paperless compliances by Companies through electronic mode. In accordance with the circular no. 17/2011 dated 21.04.2011 and circular no. 18/2011 dated 29.04.2011 issued by the Ministry, Companies can now send various notices and documents, including annual report, to its, shareholders through electronic mode to the registered e-mail addresses of shareholders.

It is a welcome move for the society at large, as this will reduce paper consumption to a great extent and allow shareholders to contribute towards a Greener Environment. Therefore, Company looks forward and appreciates for your co-operation in Company's plan to take "Green Initiative" to contribute to the Corporate Social Responsibility initiative of the Company.

All shareholders are requested to contribute to the cause; by filling up the registration form attached below and send it back to Company's R&T agent address "Karvy Computershare Private Limited (Unit: HOV Services Limited), Plot No. 17-24, Vitthal Rao Nagar, Madhapur, Hyderabad-500 081. You can, alternatively, also send the scanned image of duly filled and signed E-registration form to hov.cs@karvy.com

Please note that as a member of the Company you will be entitled to receive all such communication in physical form, upon request.

For HOV Services Limited

Bhuvanesh Sharma
VP-Corporate Affairs &
Company Secretary

HOV Services Limited

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E-Communication Registration form

(In terms of circular no. 17/2011 dated 21.04.2011 issued by the Ministry of Corporate Affairs)

| | |
|-----------------------------------|--|
| Folio No./DP ID & Client ID | |
| Name of 1 st Holder(s) | |
| Name of Joint Holder(s) | |
| Registered Address | |
| E-mail ID (to be registered) | |

I/we shareholder(s) of **HOV Services Limited** agree to receive communication from the Company in electronic mode. Please register my above e-mail id in your records for sending communication through e-mail.

Date:

Signature:

(First Holder)

Note: Shareholder(s) are requested to keep the R&T Agent and Company informed as and when there is any change in the E-mail address.