

TATA STEEL LIMITED

Corporate Identity Number: L27100MH1907PLC000260

Registered Office: Bombay House, 24, Homi Mody Street, Fort, Mumbai 400 001, India

Tel: +91 22 6665 8282; Website: www.tatasteel.com;

Contact Person: Parvatheesam Kanchinadham, Company Secretary & Chief Legal Officer (Corporate & Compliance)

Contact No.: +91 22 6665 7279; E-mail: cosec@tatasteel.com

**REMINDER-CUM-FORFEITURE NOTICE TO THE HOLDERS OF PARTLY PAID-UP
EQUITY SHARES ON WHICH CALL AMOUNT IS TO BE PAID (ISIN: IN9081A01010)**

April 14, 2021

Last date of payment Monday, May 3, 2021

Reminder-cum-Forfeiture Notice No.:**Name:****DP ID – Client ID/Folio No.:****PAN:**

Dear Madam/Sir,

Sub: Reminder-cum-Forfeiture Notice for payment of First and Final Call Money of ₹461/- (comprising ₹7.496 towards face value and ₹453.504 towards securities premium) per partly paid-up equity share issued by Tata Steel Limited (the “Company”), on a rights basis, pursuant to the Letter of Offer dated January 22, 2018 (“Letter of Offer”)

Ref: First and Final Call Money Notice dated February 23, 2021

This has reference to the First and Final Call Money Notice dated February 23, 2021 issued in relation to the partly paid-up equity shares of the Company. In this connection, the Stakeholders’ Relationship Committee (“**Committee**”), duly authorized by the Board of Directors of the Company, at its meeting held on March 24, 2021, approved sending of a Reminder-cum-Forfeiture Notice for payment of first and final call amount of ₹461/- per partly-up equity share (comprising ₹7.496 towards face value and ₹453.504 towards securities premium) as First and Final Call money (“**Reminder-cum-Forfeiture Notice**”), to the holders of such partly paid-up equity shares on which the first and final call money remains unpaid.

As per the Company’s records, the First and Final Call money for the partly paid-up equity shares of the Company held in the captioned DP ID – Client ID/Folio No. remains unpaid and hence, in accordance with the Companies Act, 2013 (“**Act**”), Articles of Association of the Company and the Letter of Offer, the Reminder-cum-Forfeiture Notice is hereby given to you to pay the First and Final Call Money as per details given below:

No. of partly paid-up equity shares on which call amount is to be paid	Amount due and payable @ ₹461/- per partly paid-up equity share ₹ in figures

Other Instructions

Payment Period	From	To	Duration
	Monday, April 19, 2021	Monday, May 3, 2021	15 days
Modes of payment	a) Cheque/Demand Draft ⁽¹⁾ (made payable to)	a) Tata Steel Call Money- Escrow collection - R a/c (for resident shareholders)	
		b) Tata Steel Call Money - Escrow collection - NR a/c (for non-resident shareholders)	
	b) R-WAP ⁽²⁾	Using the R-WAP facility at www.linkintime.co.in	

- ⁽¹⁾ Post the merger of certain Public Sector Banks ("PSBs") with other banks, the cheques of the merged PSBs have become invalid effective April 1, 2021. Shareholders may please note that payment of first and final call money made using cheques of such PSBs will not be accepted and payment of Call Money using such cheques will be rejected.
- ⁽²⁾ Available only to resident shareholders and such payments to be received on or before close of banking hours on **Monday, May 3, 2021**

Detailed instructions for payment of the First and Final Call Money are enclosed as **Annexure 1**. Please read the same carefully before proceeding for payment.

You are requested to make the payment of the First and Final Call Money on or before **Monday, May 3, 2021**.

Please note that, failure to pay the First and Final Call Money, as aforesaid shall render the partly paid-up equity shares of the Company held by you, including the amount already paid thereon, liable to be forfeited in accordance with the provisions of the Act, the Articles of Association of the Company and the Letter of Offer.

All capitalized terms not defined herein would have the same meaning as attributed to it in the Letter of Offer.

Yours faithfully,

Tata Steel Limited

sd/-

Parvatheesam Kanchinadham

Company Secretary &

Chief Legal Officer (Corporate & Compliance)

Encl: As above

TATA STEEL LIMITED

**DETAILED INSTRUCTIONS FOR PAYMENT OF FIRST AND FINAL CALL MONEY
PURSUANT TO REMINDER-CUM-FORFEITURE NOTICE DATED APRIL 14, 2021**

MODE OF DISPATCH

In terms of the provisions of the Act, read with the relevant rules made thereunder, the Reminder-cum-Forfeiture Notice is being sent in electronic mode to the holders of partly paid-up equity shares as on the Record Date i.e. February 19, 2021, who have not paid the call money or part thereof, pursuant to the First and Final Call Money Notice dated February 23, 2021, and whose e-mail address is registered with the Company or its Registrar and Transfer Agent – TSR Darashaw Consultants Private Limited (“RTA”) or the Depository Participant(s). The Reminder-cum-Forfeiture Notice along with the detailed instructions and payment slip are also available on the Company’s website at <https://www.tatasteel.com/investors/investor-information/rights-issue-first-and-final-call/>

Physical copies of the Reminder-cum-Forfeiture Notice along with the detailed instructions and payment slip are being sent to those holders of partly paid-up equity shares as on record date, who have not paid the first and final call money (or a part thereof) and:

- a. who have not registered their e-mail address with the Company or its RTA or Depository Participant(s); or
- b. who have specifically registered their request for the physical copy of the same.

PAYMENT INSTRUCTIONS

Please note that:

- a. cash payment shall not be accepted.
- b. no part payment will be accepted and part payment will be treated as non-payment which shall render the partly paid-up equity shares, including the amount already paid thereon, liable to be forfeited in accordance with the provisions of the Act, the Articles of Association of the Company and the Letter of Offer. However, in relation to any payment made by a holder of the partly paid-up equity shares pursuant to the Reminder-cum-Forfeiture Notice for payment of first and final call money, which is lesser than the aggregate amount payable by such holder with respect to the partly paid-up equity shares held by such holder as on the Record Date, the Board/duly authorized Committee of the Board, may consider conversion of such lower number of equity shares to be made fully paid-up, such that it is in proportion to the amount paid by such holder. *(For example - If a shareholder holds 100 partly paid-up equity shares on the Record Date, the aggregate amount payable by such holder pursuant to the Reminder-cum-Forfeiture Notice for payment of first and final call money will be ₹46,100. If such holder makes a payment of ₹23,050, such holder will receive such number of fully paid-up equity shares converted in proportion to the payment made i.e. 50 fully paid-up equity shares. Partly paid-up equity shares in respect of which the First and Final Call money payable remains unpaid may be forfeited, in accordance with the provisions of the Act, the Articles of Association of the Company and the Letter of Offer.)*
- c. In respect of partly paid-up equity shares, where the first and final call amount has been paid during the Payment Period from April 19, 2021 to May 3, 2021, the Board/duly authorized Committee of the Board, at its discretion, may opt to convert such partly paid-up equity shares to fully-up paid-up equity shares, in tranches and at such intervals as it may deem appropriate including conversion during the Payment Period. However, please note that payments in respect of partly paid-up equity shares for a particular demat account/folio no., shall be made only once during the Payment Period (and not in multiple tranches) and the subsequent payments made, post the first payment made during the Payment Period, will be liable to be rejected.
- d. payments made using third party bank accounts are liable to be rejected and the Company, and the Registrars for the First and Final Call - Link Intime India Private Limited (“Registrar”) shall rely on the self-certification of the transaction in this regard.
- e. Excess/duplicate amount paid or amount paid by person who is not a shareholder as on the Record Date or short payment made by a shareholder (in case the same cannot be adjusted towards payment of First and Final Call Money), will be refunded as per the following methods:
 - i. Cheque/DD - Credit to the same bank account from where payment has been made
 - ii. RWAP - Credit to the same bank account from where payment has been made

Payment Modes

1. For payment through cheque/ demand draft

- i. Shareholders are requested to submit the payment slip along with cheque/demand draft made payable to:

Resident Shareholders	Tata Steel Call Money- Escrow collection - R a/c
Non-Resident Shareholders	Tata Steel Call Money - Escrow collection - NR a/c

- ii. The payment slip is enclosed herewith as **Annexure 2**.
- iii. The shareholder must *inter alia* state the following details in the payment slip:
- Full Name of the Sole/First shareholder;
 - Reminder-cum-Forfeiture Notice No.;
 - DP ID-Client ID/Folio No.; and
 - No. of partly paid-up equity shares.
- iv. The payment slip along with the amount payable by cheque or demand draft must be presented at **ICICI Bank Limited** at any of the following locations during banking hours **on or before Monday, May 3, 2021**:

For Resident Shareholders	Ahmedabad: ICICI Bank Ltd, JMC House, Opp. Parimal Gardens, Off C. G. Road, Ambawadi, Ahmedabad – 380006, Gujarat; Bengaluru: ICICI Bank Ltd, 1, Shobha Pearl, Commissariat Road, Off M. G. Road, Ground Floor, Bengaluru – 560025, Karnataka; Chennai: ICICI Bank Ltd, 110, Prakash Presidium, Utthamar Gandhi Salai, Nungambakkam High Road, Chennai – 600034, Tamil Nadu; Hyderabad: ICICI Bank Ltd, 6-2-1012, TGV Mansions, Opp. Institution of Engineers, Khairatabad, Hyderabad – 500004, Telangana; Jamshedpur: ICICI Bank Ltd, Natraj Mansion, Main Road, Bistupur, Jamshedpur – 831001, Jharkhand; Kolkata: ICICI Bank Ltd, 22, Sir R. N. Mukherjee Road, Kolkata – 700001, West Bengal; Mumbai: ICICI Bank Ltd., 1st floor, 122, Mistry Bhavan, Dinshaw Vachha Road, Backbay Reclamation, Churchgate, Mumbai – 400021, Maharashtra; New Delhi: ICICI Bank Ltd, 9A, Phelps Building, Connaught Place, New Delhi – 110001, Delhi; Pune: ICICI Bank Ltd, A Wing Shangrila Gardens, Bund Garden Road Pune – 411001, Maharashtra; Surat: ICICI Bank Ltd, Platinum Plaza, Opp. V.T. Choksi Law College, Athwalines, Surat – 395007, Gujarat; Vadodara: ICICI Bank Ltd, 42, Haribhakti Society, Nr. Chakli Circle, O. P. Road, Vadodara – 390007, Gujarat
For Non-Resident Shareholders	Mumbai: ICICI Bank Ltd., 1st floor, 122, Mistry Bhavan, Dinshaw Vachha Road, Backbay Reclamation, Churchgate, Mumbai – 400021, Maharashtra

- v. Shareholders residing at locations where the ICICI Bank's collection centers are not available, may send their First and Final Call Money along with the completed payment slip by registered post/speed post/courier at the office of the Registrar: **Link Intime India Private Limited (Unit: Tata Steel Limited), C-101, 247 Park, LBS Marg, Surya Nagar, Gandhi Nagar, Vikhroli West, Mumbai- 400083, Maharashtra, India, Tel No.: +91- 22 4918 6300**, stating the requisite details along with Cheque/Demand Draft payable at Mumbai, such that the same are received on or before the last date of payment of the First and Final Call Money as mentioned in the Reminder cum Forfeiture Notice i.e. **Monday, May 3, 2021**.
- vi. Cheque / Demand Draft should be drawn on such bank, including Co-operative Bank, which is situated at and is a member or a sub-member of the Bankers' Clearing House located at the Centre where this Reminder-cum-Forfeiture Notice is presented. Outstation Cheques / Bank Drafts, Money Orders, and Postal Orders will not be accepted. Post-dated cheques will not be accepted and are liable to be rejected.
- vii. **Post the merger of certain Public Sector Banks ("PSBs") with other banks, the cheques of the merged PSBs have become invalid effective April 1, 2021. Shareholders may please note that payment of First and Final Call Money made using cheques of such PSBs will not be accepted and payment of First and Final Call Money using such cheques will be rejected.**
- viii. After the last date of payment, i.e. **Monday, May 3, 2021**, Bank branches at the aforesaid locations will not accept any First and Final Call Money payment.
- ix. The Company will not be liable for any delayed receipt and reserves the right to reject such delayed receipts.
- x. Payment slip should be complete in all respects. The payment slip found incomplete with regard to any of the particulars required to be given therein are liable to be rejected.

2. Making of an Application through the Registrar's Web-based Application Platform ("R-WAP") process

- i. A separate web-based application platform, i.e. the R-WAP facility (accessible at www.linkintime.co.in), has been instituted for making the payment for the First and Final Call money by resident shareholders.
- ii. At the R-WAP webpage, resident shareholders can access and make the payment in electronic mode using the R-WAP. Resident shareholders, making the payment through R-WAP, shall make online payment using internet banking or UPI facility.

iii. Set out below is the procedure to be followed for using the R-WAP:

- a. Prior to making the payment using the R-WAP facility, the shareholders should enable the internet banking or UPI facility of their respective bank accounts and the shareholders should ensure that the respective bank accounts have sufficient funds. If the funds available in the relevant bank account are less than the total amount payable on submission of the First and Final Call payment, such payment shall be rejected. Please note that R-WAP is a non-cash payment mechanism.
 - b. Resident shareholders should visit R-WAP (accessible at www.linkintime.co.in) and fill the online Application available on R-WAP in electronic mode. Please ensure that you provide correct DP ID-Client ID or Folio No. (for eligible resident equity shareholders who hold partly paid-up equity shares in physical form as on Record Date) and PAN along with all other details sought while submitting the online application.
- c. Non-resident shareholders are not eligible to pay the First and Final Call money through R-WAP**
- d. Shareholders should ensure that Application process is verified through the e-mail / phone / mobile number or other means as applicable.
 - e. The holders of the partly paid-up equity shares shall make online payment using their own bank account only. Payments made from third party bank accounts will be rejected.
 - f. Verification, if any, in respect of payment through shareholders' own bank account, shall be done through the latest details available with depositories containing shareholder's bank account details, beneficiary account details. Registrar may follow additional processes such as cancelled cheque for joint holder verification and such other industry accepted and tested methods for online payment for physical shareholders or demat shareholders wherever necessary.
 - g. The First and Final Call Money collected through Applications made on the R-WAP will be credited to "Tata Steel Partly Paid First and Final Call Money- Escrow collection - R a/c" maintained with Axis Bank Limited.
 - h. For guidance on the Application process through R-WAP and resolution of difficulties faced by the shareholders, the shareholders are advised to carefully read the frequently asked questions, visit the online/ electronic dedicated shareholder helpdesk (www.linkintime.co.in) or call helpline number (+91 (22) 4918 6200).

PLEASE NOTE THAT ONLY RESIDENT SHAREHOLDERS CAN MAKE THE PAYMENT USING R-WAP. R-WAP FACILITY WILL BE OPERATIONAL FROM THE OPENING DATE OF THE REMINDER-CUM-FORFEITURE NOTICE PERIOD THROUGH THE CLOSE OF BANKING HOURS ON THE CLOSING DATE OF THE REMINDER-CUM-FORFEITURE NOTICE PERIOD. THE COMPANY AND THE REGISTRAR SHALL NOT BE RESPONSIBLE IF THE APPLICATION IS NOT SUCCESSFULLY SUBMITTED OR IS REJECTED DURING THE PROCESS.

iv. Do's for shareholders applying through R-WAP:

- a. Ensure that the details of the correct bank account have been provided while making payment along with submission of the Application.
- b. Ensure that there are sufficient funds (equal to {number of partly paid-up equity shares X amount of First and Final Call money payable on the partly paid-up equity shares}) available in the bank account through which payment is made using the R-WAP.
- c. Ensure that you make the payment towards your First and Final Call through your bank account only and do not use any third-party bank account for making the payment. Payments made from third party bank accounts will be rejected.
- d. Ensure that you receive a confirmation e-mail or confirmation through other applicable means on successful transfer of funds.
- e. Ensure you have filled in correct details of PAN, Folio number (for eligible resident equity shareholders who hold partly paid-up equity shares in physical form as on Record Date), DP ID-Client ID, as applicable and all such other details as may be required.
- f. Ensure that you receive an acknowledgement from the R-WAP for your submission of the Application.

v. Don'ts for shareholders applying through R-WAP:

- a. Do not apply from bank account of third parties.
- b. Do not apply if you are a non-resident shareholder.
- c. Do not apply from non-resident account.

Non-payment

Please note that, failure to pay the First and Final Call Money pursuant to the Reminder cum Forfeiture Notice, as aforesaid, shall render the partly paid-up equity shares (to the extent that the first and final call money was not paid), including the application amount already paid thereon, liable to be forfeited in accordance with the Act, the Articles of Association of the Company and the Letter of Offer.

OTHER INFORMATION

- i. The ISIN IN9081A01010 representing partly paid-up equity shares of face value ₹10 each (₹2.504 paid-up) has been suspended by BSE Limited and the National Stock Exchange of India Limited effective Wednesday, February 17, 2021. Further the ISIN IN9081A01010 representing partly paid-up equity shares has been suspended by National Securities Depository Ltd (NSDL) and Central Depository Services (India) Ltd. (CDSL) effective end of business hours on Friday, February 19, 2021.
- ii. The process of corporate action for converting the partly paid-up equity shares to the fully paid-up ordinary shares under the present ISIN INE081A01012 for the existing fully paid-up ordinary shares, allotted by the depositories, is estimated to be completed, on a best effort basis, within two to three weeks from the last date of payment of the First and Final Call Money stipulated under this Reminder-cum-Forfeiture Notice. However, as mentioned above, in relation to the partly paid-up equity shares for which the first and final call amount has been paid, the Board/duly authorized Committee of the Board, at its discretion may opt to convert such partly paid-up equity shares to fully-up paid-up equity shares, in tranches and at such intervals as it may deem appropriate. However, payments in respect of partly paid-up equity shares for a particular demat account/folio no., shall be accepted only once (and not in multiple tranches) and the subsequent payments made, post the first payment made during the Payment Period, will be liable to be rejected. The corporate action in relation to such conversions is estimated to be converted, on a best effort basis, within two to three weeks of approval of the conversion. Please note that the timeline for the credit of the fully paid-up equity shares to the respective demat accounts, may be affected due to the ongoing pandemic and related delays, including due to any lockdowns imposed by the relevant authorities.
- iii. Upon completion of the corporate action, the partly paid-up equity shares shall be converted into fully paid-up ordinary shares and would be credited to ISIN INE081A01012, allotted by NSDL/CDSL.
- iv. In case of non-receipt of the Reminder-cum-Forfeiture Notice, shareholders can request by e-mail or letter, for the duplicate Reminder-cum-Forfeiture Notice to the Registrar, or may also download the same from the Company's website: <https://www.tatasteel.com/investors/investor-information/rights-issue-first-and-final-call/> or the Registrar's website: www.linkintime.co.in. In such a case, however, the shareholder has to fill the DP ID-Client ID, number of partly paid-up equity shares held and amount payable towards the First and Final Call Money.
- v. The shareholders holding partly paid-up equity shares in physical form may please note that the Company will forward the fully paid-up stickers to those shareholders who have paid the First and Final Call Money and the said sticker should be affixed on the existing share certificate of the partly paid-up equity shares where provisions are given for payment of application money. These physical share certificates evidencing fully paid-up amount can also be dematerialized after receipt of the listing and trading approval from the Stock Exchanges.
- vi. The shareholder must mention in the Application, his/her PAN number allotted under the Income Tax Act, 1961.
- vii. All correspondence in this regard may be addressed to:

Link Intime India Private Limited

(Unit: Tata Steel Limited)

SEBI Registration Number: INR000004058

C-101, 247 Park, LBS Marg, Surya Nagar, Gandhi Nagar, Vikhroli West, Mumbai- 400083, Maharashtra, India.

Tel: +91 22 4918 6300 / 91 22 4918 6200 | Fax: +91 22 4918 6195

E-mail: tsl.call1@linkintime.co.in

Website: www.linkintime.co.in

Contact Person: Mr. Sumeet Deshpande

TATA STEEL LIMITED
PAYMENT SLIP

(to be used only in case of payment through cheque/ demand draft)

**SHAREHOLDERS MAKING PAYMENT THROUGH CHEQUE/DEMAND DRAFT SHOULD SUBMIT THIS SLIP TO
ESCROW BANK ALONGWITH CHEQUE/DEMAND DRAFT**

From: Reminder-cum-Forfeiture Notice No.: Name: DP ID – Client ID/Folio No.: PAN:	To, ICICI Bank Limited Branch _____ (please fill name of the branch, refer list overleaf) <p align="center">OR</p> Link Intime India Private Limited (Unit: Tata Steel Limited) C-101, 247 Park, LBS Marg, Vikhroli (West), Mumbai - 400083, Maharashtra, India.
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**REMINDER-CUM-FORFEITURE NOTICE TO THE HOLDERS OF PARTLY PAID-UP
EQUITY SHARES ON WHICH CALL AMOUNT IS TO BE PAID (ISIN: IN9081A01010)
(to be filled in by the shareholder)**

DP ID and Client ID (for shares held in Dematerialised form) Folio No. (for shares held in physical form)	No. of partly paid-up equity shares on which call amount is to be paid (A)	Amount due and payable @ ₹461/- per Partly Paid-up Equity Share [(A)*₹461]
		(₹ in figures)

Payment Details:

First and Final Call Money Due (in ₹)	Cheque/ Demand Draft amount (in ₹)	Cheque/ DD No.	Drawn on/paid from (Bank & Branch)	Date of payment	Bank Serial No. (To be filled in by the Bank)

TATA STEEL LIMITED

ACKNOWLEDGEMENT SLIP
REMINDER-CUM-FORFEITURE NOTICE

Received Cheque/DD No. _____ dated _____ for
₹ _____ drawn on _____ [name of bank and branch] the amount
aforesaid being the payment towards First and Final Call Money for the aforementioned partly paid-up equity shares of
Tata Steel Limited. (Details to be filled by the shareholder)

Date:

Name of the First/ Sole Shareholder:

DP ID-Client ID/Folio No:

No. of partly paid-up equity shares:

Reminder-cum-Forfeiture Notice No.:

**Sign and Stamp of ICICI Bank Limited/
Link Intime India Private Limited**

Date:

List of Branches of ICICI Bank Limited, where cheques or demand draft can be deposited

For Resident Shareholders	Ahmedabad: ICICI Bank Ltd, JMC House, Opp. Parimal Gardens, Off C. G. Road, Ambawadi, Ahmedabad – 380006, Gujarat; Bengaluru: ICICI Bank Ltd, 1, Shobha Pearl, Commissariat Road, Off M. G. Road, Ground Floor, Bengaluru – 560025, Karnataka; Chennai: ICICI Bank Ltd, 110, Prakash Presidium, Utthamar Gandhi Salai, Nungambakkam High Road, Chennai – 600034, Tamil Nadu; Hyderabad: ICICI Bank Ltd, 6-2-1012, TGV Mansions, Opp. Institution of Engineers, Khairatabad, Hyderabad – 500004, Telangana; Jamshedpur: ICICI Bank Ltd, Natraj Mansion, Main Road, Bistupur, Jamshedpur – 831001, Jharkhand; Kolkata: ICICI Bank Ltd, 22, Sir R. N. Mukherjee Road, Kolkata – 700001, West Bengal; Mumbai: ICICI Bank Ltd., 1st floor, 122, Mistry Bhavan, Dinshaw Vachha Road, Backbay Reclamation, Churchgate, Mumbai – 400021, Maharashtra; New Delhi: ICICI Bank Ltd, 9A, Phelps Building, Connaught Place, New Delhi – 110001, Delhi; Pune: ICICI Bank Ltd, A Wing Shangrila Gardens, Bund Garden Road Pune – 411001, Maharashtra; Surat: ICICI Bank Ltd, Platinum Plaza, Opp. V.T. Choksi Law College, Athwalines, Surat – 395007, Gujarat; Vadodara: ICICI Bank Ltd, 42, Haribhakti Society, Nr. Chakli Circle, O. P. Road, Vadodara – 390007, Gujarat
For Non-Resident Shareholders	Mumbai: ICICI Bank Ltd., 1st floor, 122, Mistry Bhavan, Dinshaw Vachha Road, Backbay Reclamation, Churchgate, Mumbai – 400021, Maharashtra