



# WEST COAST PAPER MILLS LIMITED

## **Guidelines for Requesting a Hard Copy of the Annual Report**

As a Shareholder, if you hold shares of the company as on cut off or AGM date and if you would like to get a hard copy of our company's Annual Report, please follow the steps below:

### **1. Email Request:**

Send an email to [co.sec@westcoastpaper.com](mailto:co.sec@westcoastpaper.com) with the subject line "Request for Annual Report Hard Copy."

Please include the following information in your email:

Full name:

DP ID/ Folio No.

Contact Details:

**OR**

### **2. Postal Request:**

Alternatively, you can write to us at the following address:

SHARE DEPARTMENT  
WEST COAST PAPER MILLS LIMITED  
Bangur Nagar, Dandeli- 581325  
District Uttara Kannada, Karnataka  
Phone-(08284) 231391 Extn.212

### **Note:**

Upon receipt of your request, please allow up to 7-10 working days for processing and delivery of the hard copy of the annual report.

If you have any queries, please feel free to contact us via email or phone.