

**Annexure-3****LETTER**

Date \_\_\_\_\_

From

To

Bharat Petroleum Corporation Limited  
Bharat Bhawan II.  
4 & 6 Currimbhoy Road, Ballard  
Estate Mumbai 400 001  
Dear Sir,

Sub : Cost of Advertisement for Duplicate Share Certificate

This is with reference to BPCL's letter ref\_\_\_\_\_ dated\_\_\_\_\_ I undertake to bear the cost of publication of notice of loss of share certificate to be issued in the newspaper by BPCL on behalf of us considering the value of shares as mentioned in the following table.

<b>Particulars</b>	<b>Cost of Advertisement to be recovered</b>
Value of Shares up to Rs.10,00,000	NIL
Value of Shares exceeding Rs.10,00,000	Rs.3000 per shareholder

Further, in order to minimize the cost of advertisement to be borne individually, I would like to wait for some more time so that two or more investors join for sharing the cost of advertisement.

Thanking you,

Yours faithfully,

Name of the share holder

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Signature of the share holder

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