

GGL/SEC/169/2016

21<sup>st</sup> January, 2016

To,

Bombay Stock Exchange Limited, Phiroze Jijibhoy Tower, Dalal Street, Mumbai FaxNo.(022)22723121/ 22723719	Ahmedabad Stock Exchange Limited, Kamdhenu Complex, Nr. Panjara Pole, Ambawadi, Ahmedabad – 380 015 Fax No. (079) 2630 8877	Vadodara Stock Exchange Limited, 3 <sup>rd</sup> Floor, Fortune Towers, Sayajigunj, Vadodara Fax No. – (0265) 2361 452
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Kind Attn.: Manager Listing / Market Operations

Dear Sirs,

**Sub:** Submission of information relating to Complaints (regulation 13 (3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015) for the quarter ended 31 December, 2015.


Please find enclosed herewith the details pertaining to complaints/ requests received and replied during the Quarter ended 31<sup>st</sup> December, 2015.

Particulars	Complaints pending at the beginning of the period ended	Complaints received during the period ended	Complaints disposed of and resolved at the end of the period	Closing Balance
Non-receipt of Share Certificate	NIL	31	31	NIL
Non-receipt of duplicate share certificate	NIL	0	0	NIL
Non-receipt of Annual Reports	NIL	21	21	NIL
Non-receipt of Dividend warrants	NIL	20	20	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>72</b>	<b>72</b>	<b>NIL</b>

Kindly take the above on your record.

Thanking you,

Yours faithfully,  
For Gujarat Gas Company Limited

  
**Rajeshwari Sharma**  
Company Secretary

To,

Ms. Rajeshwari Sharma  
 Company Secretary  
 Gujarat Gas Limited  
 Registered Office : Block No.15, 3<sup>rd</sup> Floor,  
 Udyog Bhavan, Sector 11  
 Gandhinagar - 382 011

Dear Sir / Madam,

**Sub :- Information relating to complaints ( regulation 13 (3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ) for the Quarter ended 31<sup>st</sup> December, 2015.**

As desired by you, we are furnishing here below the details pertaining to complaints/requests Received & replied during the Quarter ended 31st December, 2015.

Particulars	Complaints pending at the beginning of the period ended	Complaints received during the period ended	Complaints disposed of & resolved at the end of the period	Closing Balance
Non-receipt of Share Certificate	NIL	31	31	NIL
Non receipt of duplicate share certificate	NIL	0	0	NIL
Non-receipt of Annual Reports	NIL	21	21	NIL
Non -receipt of Dividend Warrants	NIL	20	20	NIL
<b>TOTAL</b>	<b>NIL</b>	<b>72</b>	<b>72</b>	<b>NIL</b>

This is for your kind information and records.

Yours faithfully,  
 For Karvy Computershare Private Limited

Umesh Pandey  
 Manager



**Karvy Computershare Private Limited**

Corporate office: "Karvy Selenium Tower B", Plot No. 31 & 32, Financial District, Nanakramguda, Gachibowli, Hyderabad- 500 032. Telangana, INDIA. T: +91-40-67162222, 33211000, F: +91-40-23420814, e-mail: support@karvy.com

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 T: +91-40-2331-2454/2332-0751/752/251 | F: +91-40-2331-1968 | www.karvy.com | www.karvycomputershare.com | CIN: U74140TG2003PTC041636