



TRIBHOVANDAS BHIMJI ZAVERI LIMITED

Regd. Office: 241/43, Zaveri Bazar, Mumbai - 400 002.

Corporate Office: 1106 to 1121, 11th Floor, West Wing, Tulsiani Chambers, 212, Backbay Reclamation, Free Press Journal Road, Nariman Point, Mumbai - 400 021.

25th June, 2013

Dear Shareholder(s),

Sub: Green Initiative in Corporate Governance - Electronic mode of service of documents

Folio No. / DPID & Client ID: _____

Name : _____

Ministry of Corporate Affairs ("MCA") has launched a "Green Initiative in the Corporate Governance" by allowing paperless compliances by the companies. MCA has issued circular nos. 17/2011 and 18/2011 dated April 21, 2011 and April 29, 2011, respectively, allowing companies to send official documents to their shareholders in electronic mode. Further, in line with recent circular ref. no. CIR/CFD/DIL/7/2011 dated 05.10.2011 issued by the Securities and Exchange Board of India (SEBI) and consequent changes in the listing agreement, Companies can send Annual Report in electronic mode to shareholders who have registered their email addresses for the purpose.

Keeping in view the underlying theme and the circular(s) issued by MCA, the Company proposes to send Notices of General Meeting(s), Financial Statements, Annual Reports and other shareholders communications including Annual Report for the year ended March 31, 2013 in electronic mode. This will be sent to your e-mail address provided by the Depository (NSDL/CDSL) and registered with the Company.

Email Communications to the shareholders will result in multiple benefits as under:

- Timely receipt of all communications without any transit loss.
- Helping in protecting environment and conservation of resources.
- Easy storage in soft copy, thereby eliminating the requirement of storage of bulky documents for subsequent reference.

The Company will simultaneously display full text of the Annual Report on its website

www.tbztheoriginal.com as soon as the same is e-mailed to you and will also be made available for inspection at the Registered Office of the Company during the office hours.

In case you wish to receive the above documents in physical form, please inform us **on or before 15th July, 2013**.

As a shareholder of the Company, you will be entitled to be furnished, free of cost, a printed copy of the Annual Report of the Company, upon receipt of a requisition from you, at any time. Please [click here](#) for hard copy of annual report.

We request your whole-hearted support to this "Green Initiative" by opting electronic mode of communication.

Thanking you.

Yours Faithfully

For **Tribhovandas Bhimji Zaveri Limited**

Niraj Oza

Company Secretary

Mumbai

Note: Shareholder(s) are requested to keep the DP informed as and when there is any change in the e-mail address.