

FIRSTSOURCE SOLUTIONS LIMITED

(CIN: L64202MH2001PLC134147)

Regd. Office: 5th Floor, Paradigm 'B' Wing, Mindspace, Link Road, Malad (West), Mumbai- 400 064 Tel: + 91 22 6666 0888 Fax: + 91 22 6666 0887 (Email: complianceofficer@firstsource.com Website: www.firstsource.com)

June 5, 2020

Dear Shareholder/(s),

Sub: Dispatching of Notice of the 19th Annual General Meeting and the Annual Report for the Financial Year ended 31st March 2020

We hereby write to inform you that pursuant to the MCA Circular No. 14/2020 dated April 8, 2020, Circular No.17/2020 dated April 13, 2020 and Circular No. 20/2020 dated May 05, 2020 and SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12 2020 and in view of the prevailing COVID -19 situation, social distancing norm to be followed and the continuing restriction on movement of persons at several places in the Country, the Notice of the 19th Annual General Meeting ("AGM") and the Annual Report for the financial year ended 31st March 2020 including therein the Audited Financial Statements for the financial year ended 31st March 2020, are being sent only by email to all the Members of the Company whose email address is registered with their respective Depository Participant/s or the Company. Therefore, those Members, whose email address is not registered with their respective Depository Participant/s or the with the Company, and who wish to receive the Notice of the 19th AGM and the Annual Report for the financial year ended 31st March 2020 and all other communication sent by the Company, from time to time, can get their email address registered by following the steps as given below:

- a. For Members holding shares in physical form, please send scan copy of a signed request letter mentioning your folio number, complete address, email address to be registered along with scanned self-attested copy of the PAN and any document (such as Driving Licence, Passport, Bank Statement, AADHAR) supporting the registered address of the Member, by email to the Company's Registrar and Transfer Agents 3i Infotech Limited at their email address fsl@3i-infotech.com.
- b. For the Members holding shares in demat form, please update your email address through your respective Depository Participant/s.

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Please note that these documents will also be available on the Company's website www.firstsource.com for view and download by you.

You are requested to send an email at fsl@3i-infotech.com on or before June 20, 2020.

Thanking you,

Yours truly,

For **Firstsource Solutions Limited**

Sd/-

Pooja Nambiar

Company Secretary & Compliance Officer