



January 20, 2012

FEDERAL-MOGUL GOETZE (INDIA) LIMITED

Registered Office: 7870-7877, F-I, Roshanara Plaza Building, Roshanara Road, Delhi- 110007

Dear Shareholder,

We wish to inform you that the Ministry of Corporate Affairs (MCA) with a view to take 'Green initiative in the Corporate Governance has issued a Circular No. 17/95/2011 CL-V dated 21.04.2011 by which the Ministry has allowed the service of documents by the Companies to its members through electronic mode.

Considering the move taken by the Ministry as a welcome step, your Company has also decided to dispatch the Notice along with Annual Report and other documents to its members through e-mail. This will not only help in maintaining the ecological environment by saving number of trees being cut down but also ensure the timely delivery of documents to all concerned.

To reap the benefits of initiative taken by the Government, you are requested to provide us your e-mail address in the below counterfoil and returning back the same **to reach our Registrar and Transfer Agent at Alankit Assignments Limited, Alankit House 2E/21, Jhandewalan Extn, New Delhi – 110055 not later than the close of working hours i.e. 6 p.m. on 31st March, 2012.**

Shareholders holding shares in dematerialized form are requested to get their e-mail addresses updated with their respective Depository Participants.

In case, you additionally want to have physical copies of the above said documents even after registration of your email id, you may always approach us with a written request for dispatch of the said documents without any extra cost.

Thanking you,

Yours faithfully,

For Federal-Mogul Goetze (India) Limited

Sd/-

Khalid Khan

Company Secretary



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Folio No / Client ID :

Name of the Shareholder :

E-mail address :

Signature :