

STERLING TOOLS LIMITED

Registered Office

A-40, Mohan Co-operative Industrial Estate, Mathura Road, New Delhi-110044

Phone: +91-11-26990093, www.stlfasteners.com



Dear Shareholder,

Sterling Tools Ltd. is an Environment friendly Company and utilizes natural resources in a sustainable way. Recently, the Ministry of Corporate Affairs (MCA), Government of India, through its Circular Nos. 17 / 2011 and 18 / 2011, dated April 21, 2011 and April 29, 2011 respectively, has allowed companies to send official documents to their shareholders electronically as part of its green initiatives in corporate governance.

In order to conserve paper and minimize the impact on the environment, the Company proposes to send documents such as Notice of the General Meetings, Audited Financial Statements, Directors' Report, Auditors' Report, Postal Ballots etc., henceforth to all its shareholders in electronic form, through email.

We request you to inform **your e-mail address** to your Depository Participant and also register your e-mail ID at our Registrar and Share Transfer Agents viz. "M/s MAS Services Limited" at the website www.masserv.com, in case you have not already registered the same. You are not required to re-register unless there is change in your e-mail address.

You are also requested to intimate to the Depository Participants (DP), changes, if any, in your registered addresses, e-mail ID and /or changes in your bank account details.

We expect to receive your co-operation towards this welcome initiative taken by MCA.

Thanking you,

Yours truly,

For Sterling Tools Limited

Vaishali Singh

Company Secretary