

## APPLICATION FORM FOR OFFER FOR SALE TO ELIGIBLE EMPLOYEES OF NTPC LIMITED

ISSUE OPENS ON: 11<sup>th</sup> September 2017ISSUE CLOSES ON: 13<sup>th</sup> September 2017

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CIN No. : L40101DL1975GOI007966; Phone : 011 24360100; Fax : 011 24361018

Application Form No.: &lt;sl. No.&gt;

Offer for Sale by Government of India ("Seller") of 2,74,02,498 Equity Shares ("Shares") of NTPC Limited ("NTPC" OR "Company") having face value of Rs 10/- each to the eligible NTPC Employees ("Eligible Employees") at a price of Rs 159.60 per share (the Employee OFS)

Sl No	Details	Particulars/Information
<b>A</b>	<b>APPLICANT'S DETAILS</b>	
1	Full Name (as mentioned in Demat Account )	
2	Address of Applicant (Residential)	
3	Location where forms is being Deposited	
4	Employee Number (6 digit no.)	
5	Date of Regular Employment (optional)	
6	PAN No.	
7	Depository Details	Depository Name (pls. tick) <input type="checkbox"/> NSDL (for NSDL enter 8 digit DP ID and 8 digit client ID) <input type="checkbox"/> CDSL (for CDSL enter 16 digit client ID) DPID No. and Client ID No. : Client ID No. :
8	Contact No. of Employee	
<b>B</b>	<b>INVESTMENT DETAILS</b>	
9	No. of equity shares applied (A) (minimum 10 shares and in multiples of 10 shares except if applying for 1253 or 3132 shares)	
10	Price per share (B)	Rs. 159.60
11	Amount Payable (Rs.) (C = Ax B)	In figures In words
<b>C</b>	<b>PAYMENT DETAILS</b>	
12	Payment Mode	
13	Payment Reference Number	
14	Bank Details of Applicant (from where payment is made)	Account No. : Bank Name and Branch:
15	Bank Account Details as linked with Demat Account	Account No. : Bank Name and Branch: IFSC Code :

I hereby confirm that I have read and understood the instructions for filing up this Application Form, and terms and conditions in the circular ref. 01/FA/ISD/EOFS/17 dated 06.09.2017. It is also confirmed that I have read the Disclaimer in the said circular and acknowledge the risk involved in investing in the captioned offer. I also, certify that I am an eligible employee of NTPC Limited for the purpose of applying in the captioned Offer for Sale.

Date : \_\_\_\_\_, 2017

Signature of Applicant: \_\_\_\_\_

Place : \_\_\_\_\_

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## ACKNOWLEDGEMENT SLIP FOR APPLICANT

APPLICATION FORM NO. :

DATE :

Received from		PAN	
DP ID / Client ID		Employee No.	
No. of Shares Applied for		Amount Paid (Rs.)	
Payment Reference Number		Date	
Signature and Stamp of Receiving Officer			

**INSTRUCTION FOR APPLICATION IN THE OFFER FOR SALE (OFS)**-Please read Instructions for filling application form forming integral part of Circular Ref. No. 01/FA/ISD/EOFS/17 dated 06.09.2017

**General Instructions**

1. **“Eligible Employees”** means a permanent and full-time employee of NTPC Limited and working in India as on 28.08.2017 .i.e. the date of decision of Alternative Mechanism to undertake the OFS transaction. Application by ineligible Employees will be rejected.
2. Application must be completed in BLOCK LETTERS in English.
3. Applicant must read the terms and conditions of Offer circular ref. No.01/ FA/ISD/EOFS/17 dated 06.09.2017 available on Corporate Intranet.

**Application, Allotment and Refund Instructions**



4. The equity shares can be applied for in the name of the Eligible Employee only and no applications for joint holding of shares shall be accepted. Eligible Employee shall have no right of renunciation/assignment in favour any other person.
5. **Application must be for a minimum 10 shares and in multiples of 10 shares thereafter except if applying for 1253 or 3132 shares.**
6. Amount to be paid should be rounded up to next rupee. For example if number of shares applied for is 3132 amount to be paid is Rs. 499868.
7. In-case there is a mismatch in the amount paid and No. of shares applied for, allotment will be done for no. of shares arrived by reverse calculation based on amount actually paid/credited and rounded down to nearest multiple of 10 shares. Any excess amount will be refunded within 10 working days after allotment of shares. No interest is payable by the Company or the Selling Shareholder on application money or refund amount.
8. An employee can apply only once in the Employee Offer. Multiple applications even within the overall limit of 3132 shares are prohibited.
9. Refund of excess amount paid or rejections (if any) shall be made in the bank account linked with Demat Account obtained from depository, mentioned at point 7 of the application form.
10. Applicants to carefully fill the Demat Account details as the shares will be credited to Demat Account mentioned in the application form. The applicant to ensure that his/her name appears first in such Demat Account where shares need to be credited.
11. In case of incorrect Demat Account details or in-operative Demat Account, the shares will be transferred only when correct account details are furnished.
12. Submit the duly filled Application Form along with payment details to the Nodal Officer. No application will be accepted if not appearing in the schedule prepared by Nodal Officer.
13. All Applications have to be deposited with the Nodal Officer before 6:30 p.m. on the working date of applying. The Acknowledgement Slip with date stamp should be retained by the applicant for proof of application within Issue Period.
14. **No** request for withdrawal of Application for which amount has been credited to the Escrow Bank Account will be entertained.
15. **Proportionate allotment will be made to all Eligible Employees on the basis of shares applied in case of oversubscription whose Applications are valid in all respects as per allocation methodology.**

**Payment Instructions**

Read the instructions for filling application forms forming an integral part of Circular Ref. No. 01/FA/ISD/EOFS/17 dated 06.09.2017.

**Disclaimer by the Seller and Company**

Equity shares are subject to market risks, Company specific risks etc. Investors must rely on their own examination of Company and the subject Offer for Sale, including the risks involved. Seller and Company are not responsible for any loss that may be incurred by the applicant by investing in the above offer.

Registrar to the Issue	Banker to the Issue
	
<p><b>KARVY COMPUTERSHARE PRIVATE LIMITED</b>            Karvy Selenium Tower B,Plot Number 31 &amp; 32,Financial District,            Nanakramguda,Serilingampally Mandal, Hyderabad 500 032            Tel: (+91 40) 4465 5000;Fax: (+91 40) 2343 1551;E-mail: ntpc.bond@karvy.com; Investor            Grievance Email: <a href="mailto:inward.ris@karvy.com">inward.ris@karvy.com</a>; Website: <a href="http://karisma.karvy.com">http://karisma.karvy.com</a>;            Contact Person: Mr. M. Murali Krishna; SEBI Registration Number: INR000000221</p>	<p><b>State Bank of India</b></p>