



## SUJALA TRADING & HOLDINGS LTD.

Regd. Off. : 1A, GRANT LANE, 2ND FLOOR, ROOM NO-202, KOLKATA-700 012 (West Bengal)  
Phone: (91-033) 2236-4330, E-mail: sujala\_trading@yahoo.com/enquiry @sujalagroup.com,  
CIN-L51109WB1981PLC034381 Website-www.sujalagroup.com

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### NOTICE

**NOTICE** is hereby given that the 35<sup>th</sup> Annual General Meeting of the Members of M/S SUJALA TRADING & HOLDINGS LTD will be held on Friday, the 30<sup>th</sup> day of September, 2016 at 1A, Grant Lane, 2<sup>nd</sup> Floor, Kolkata-700 012 at 11.30 A.M to conduct the following business:

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#### ORDINARY BUSINESS:

##### Item No-1-Adoption of Financial Statement

To receive, considered and adopt the Financial Statement of the Company for the Year ended 31<sup>st</sup> March 2016, including audited Balance Sheet as at 31<sup>st</sup> March 2016, the Profit & Loss Account for the year ended 31<sup>st</sup> March 2016 and the Cash flow Statement for the Year ended 31<sup>st</sup> March, 2016 and the Reports of the Board of Directors and Auditors' thereon.

##### Item No-2-Re-appointment of Director

To appoint Mr Gaurav Goel (DIN- 06850998) as Director, who retires by rotation and being eligible, offers himself for re-appointment.

##### Item No-3-Appointment of Statutory Auditors

To re- appoint Auditors M/s Maroti & Associates, Chartered Accountants (Firm Registration No.322770E) as the statutory auditor of the Company to hold office from the conclusion of this 35<sup>th</sup> AGM until the conclusion of the 36<sup>th</sup> AGM of the Company and to fix their remuneration.

By order of the Board

For Sujala Trading & Holdings Ltd

For SUJALA TRADING & HOLDINGS LTD.

  
Company Secretary

Punam Singh  
Company Secretary

Place: Kolkata  
Date: 30<sup>th</sup> day of May, 2016

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**NOTES:**

1. A member entitled to attend and vote is entitled to appoint a proxy to attend and vote, instead of him/her. A proxy need not be a member of the Company. In order to be effective, the instrument appointing proxy must reach the Registered Officer of the Company not less than forty-eight hours before the commencement of the meeting. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the Paid up Capital of the Company carrying voting rights. A member holding more than ten percent of the Paid up Capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.

Members are requested to notify to the Registrar of the Company, M/s. ABS CONSULTANT PVT LTD, Stephen House, 6<sup>th</sup> Floor, Room No. 99, 4, B.B.D. Bag (East), Kolkata – 700 001, any change in their address.

2. The Register of Members and Equity Share Transfer Registers will remain closed from **24<sup>th</sup> September, 2016 to 30<sup>th</sup> September, 2016 (both days inclusive).**

3. **Voting through electronic means**

I. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended and clause 35B of the Listing Agreement, Members are provided with the facilities to cast their votes on all resolutions set forth in the Notice of the AGM using electronic voting system provided by Central Depository Services (India) Ltd. (CDSL).

The notice of the **35<sup>th</sup>** Annual General Meeting (AGM) of the Company inter alia indicating the process and manner of e-Voting process along with printed Attendance Slip and Proxy Form is being dispatched to all the Members. The e-Voting particulars are provided at the bottom of the Attendance Slip for the 35<sup>th</sup> Annual General Meeting (AGM):

The e-voting period begins on 27.09.2016 from 9.00 A.M. and ends on 29.09.2016 till 5.00 P.M. During this period, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off/entitlement date of 23.09.2016 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.

Members also have the option to vote through Ballot Form. However, the duly completed Ballot Form should reach the Scrutinizer at 9/12, Lal Bazar Street, 3<sup>rd</sup> Floor, Room No. 2, Kolkata – 700001, not later than 29.09.2016 (5.00 P.M.) (i.e. closing date of E-Voting)

Ballot form received after this date will be treated as invalid. If member casts votes by both modes, then voting done through E-voting shall prevail and Ballot Form shall be treated as invalid.