

NARENDRA INVESTMENTS (DELHI) LIMITED

CIN: L65993MH1977PLC258134

Registered Office: 1, Matru Chhaya, M. Karve Road, Opp. Dr. Bedekar Hospital, Naupada, Thane (West) - 400602, Tel: 022-25390009/ 25438095, Email: narendrainvestmentdelhi@gmail.com, website: www.narendrainvestment.com

NOTICE OF AGM, BOOK CLOSURE & E-VOTING

Notice is hereby given that the 39th Annual General Meeting of the Members of **M/s Narendra Investments (Delhi) Limited** will be held on **Thursday, the 29th September, 2016** at Registered office of the **11.30 a.m.** at 1, Matru Chhaya, M. Karve Road, Opp. Dr. Bedekar Hospital, Naupada, Thane West- 400602.

Notice of the meeting, setting out the business to be transacted thereat and the Financial Statements of the Company for the year ended 31st March, 2016, the Auditor's Report and Director's Report thereon have been sent to the Members to their Registered addresses by post / courier. The aforesaid documents have been sent electronically to those Members who have registered their E-mail addresses. The same is also available on the website of the Company (www.narendrainvestment.com)

Notice is also hereby given that pursuant to section 91 of the Companies Act, 2013 and with Rule 10 of the Companies (Management and Administration) Rules, 2014, the Register of Members and Share Transfer Books of the Company will remain closed from **Friday, 23rd September, 2016 to Thursday, 29th September, 2016** (both days inclusive) for 39th Annual General Meeting of the Company.

In terms of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules 2014 and Regulation 44 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, members holding shares either in physical or dematerialized form, as on the cut-off date of **22nd September, 2016** may cast their vote by remote e-voting/at the meeting. M/s. Shivam Sharma & Associates., Practicing Company Secretaries, has been appointed as the Scrutinizer to scrutinize the e-voting procedure in a fair and transparent manner.

The details pursuant to the provisions of the Companies Act 2013 & Rules made there under are as follows:

- 1) The cutoff date is **22nd September, 2016**
- 2) Date and Time of commencement of Remote e-voting is Monday, 26th September, 2016 at 9.00 a.m.
- 3) Date and Time of end of Remote e-voting is Wednesday, 28th September, 2016 at 5.00 p.m. Remote E-voting shall not be allowed beyond 5.00 p.m. on 28th September, 2016.
- 4) Any person, who acquires shares of the Company and become members of the Company after dispatch of the Notice of the AGM and holding shares as on the cut-off date i.e. **22nd September, 2016**, may cast their votes following the instructions and process of e-voting as provided in the notice of AGM.
- 5) A person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting in the AGM. However if the person is already registered with CDSL for remote e-voting then the existing user id and the password can be used for casting the vote.
- 6) Members may participate in the General meeting even after exercising their voting rights through remote-e-voting but shall not to vote again in the meeting.
- 7) In case of queries/grievances connected with electronic voting, Members may refer the Frequently Asked Questions (FAQs) and e-voting User Manual available at CDSL website www.evotingindia.com under help section or write an email to helpdesk.evoting@cdslindia.com or to Mr. Chintan Doshi, Company Secretary and Compliance Officer of the Company at narendrainvestmentdelhi@gmail.com who will address the shareholders grievances concerned.

Place : Thane

Date : 31st August, 2016

For NARENDRA INVESTMENTS (DELHI) LTD

L. K. Kabra
LAXMIKANT KABRA
DIRECTOR

