

S G S Finlease Private Limited

CIN No. U74899DL1993PTC055274

Regd. Office:
117, Ansal Tower,
38, Nehru Place,
New Delhi - 110019
Ph : 26461147, 41608200
Website: <http://sgsfinlease.com>
Email : sgsfin@rediffmail.com

NOTICE TO MEMBERS

You are cordially invited to attend the Twenty Fifth Annual General Meeting of the members of M/s SGS Finlease Private Limited (the 'Company') to be held on Monday, the 24th day of September 2018 at 9.30 AM at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019.

The Notice of the meeting, containing the business to be transacted, is enclosed.

Thanking You,

By order of the Board of Directors
For SGS Finlease Private Limited

Place : New Delhi
Dated : 1st September, 2018

Sanjay Gupta (DIN : 00193809)
Director
Add : 56, Sainik Farms,
New Delhi -110062

Enclosures:

Notice of the AGM along with Explanatory Notes
Attendance slip
Proxy form (MGT-11)
Route Map

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NOTICE FOR THE TWENTY FIFTH ANNUAL GENERAL MEETING

Notice is hereby given that the Twenty Fifth Annual General Meeting of the members of M/s SGS Finlease Private Limited will be held at its registered office at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019 on Monday, the 24th day of September 2018 at 9.30 AM to transact the following business.

Ordinary Business

1. Adoption of audited Annual Accounts and the Directors' and Auditor's Report thereon.

By order of the board of directors
For SGS Finlease Private Limited

Sanjay Gupta (DIN : 00193809)
Director
Add : 56, Sainik Farms,
New Delhi -110062

Place : New Delhi
Dated : 1st September, 2018

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Notes

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote on a poll instead of himself/herself and the proxy need not be a member of the company. The proxy form duly filled in and signed should reach the company's registered office at least 48 hours before the time fixed for the meeting. A Proxy does not have the right to speak at the meeting and can vote only on a poll.

2. Pursuant to the provisions of Section 139, 142 and all other applicable provisions of the Companies Act, 2013 and rules made thereunder, M/s. Kanodia Sanyal & Associates, Chartered Accountants (Reg.No. 008396N), were appointed by the members as the Statutory Auditors of the Company to hold office from the conclusion of 21st Annual General Meeting until the conclusion of the 26th Annual General Meeting, subject to ratification by members every year, as applicable, at such remuneration and out-of-pocket expenses, as may be decided by the Board of Directors of the Company.

The requirement of placing the matter relating to such appointment for ratification by members at every Annual General Meeting has been dispensed with by omission of the first proviso to Section 139(1) by the Companies (Amendment) Act, 2017 effective from May 07, 2018 as per the Notification issued by Ministry of Corporate Affairs, Govt. of India [File No.1/1/2018-CL.I dated May 07, 2018]. Hence, a separate agenda for ratification of appointment of Auditors has not been placed before the current meeting.

In view of the above amended statutory provisions, M/s. Kanodia Sanyal & Associates, Chartered Accountants (Reg.No. 008396N) appointed by the members at the 21st Annual General Meeting for a tenure upto the conclusion of the 26th Annual General Meeting will continue as the Statutory Auditors of the Company, at such remuneration and out-of-pocket expenses, as may be decided by the Board of Directors of the Company.

We request the members to note the above information.

Sanjay Gupta (DIN : 00193809)

Director

Add : 56, Sainik Farms,

New Delhi -110062

Place : New Delhi

Dated : 1st September, 2018

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FORM OF PROXY

[Form No. MGT-11 Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

25th Annual General Meeting to be held on Monday, the 24th day of September 2018 at 9.30 AM at its registered office at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019

Name of the member(s):
Registered address:
Email Id:
Folio No./Client Id:
DP ID:

I/We _____ of _____ being a member(s) of SGS Finlease Private Limited, hereby appoint

1.	Name:	
	Address:	
	E-mail Id:	
	Signature:	

Or, Failing him/her

2.	Name:	
	Address:	
	E-mail Id:	
	Signature:	

Or, Failing him/her

3.	Name:	
	Address:	
	E-mail Id:	
	Signature:	

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as my/our proxy to attend and vote (on a poll) for me/us on my/our behalf at the 25th Annual General Meeting of the Company to be held on Monday, the 24th day of September 2018 at 9.30 AM at its registered office at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019 and at any adjournment(s) thereof in respect of the resolutions listed below.

Resolution No.	Particulars	Vote (Optional, see Note 5)	
		For	Against
1	Adoption of audited Annual Accounts for the Financial year ended 31.3.2018 and the Directors' and Auditor's Report thereon		

Signed this _____ day of _____, 2018

.....
Signature of Shareholder

.....
Signature of Proxy Holder(s)

Affix
1/-
Revenue
Stamp

Notes:

1. The Proxy Form must be deposited at the Registered Office of the Company at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019 at least 48 hours before the time for holding the meeting.
2. The proxy need not be a member of the Company.
3. All alterations made in the Proxy Form should be initialled.
4. In case of multiple proxies, proxy later in time shall be valid and accepted.
5. It is optional to indicate your preference. If you leave the 'For' or 'Against' column blank against any or all of the resolutions, your proxy will be entitled to vote in the manner as he / she may deem appropriate

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ATTENDANCE SLIP

25TH ANNUAL GENERAL MEETING

PLEASE COMPLETE THIS ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE MEETING HALL.

I hereby record my presence at the 25th Annual General Meeting of the Company, convened on Monday, the 24th day of September 2018 at 9.30 AM at 117, Ansal Tower, 38, Nehru Place New Delhi – 110019.

Reg. Folio No : _____

DP ID No. : _____

Client ID No : _____

No. of Shares : _____

Name and Address of Equity Shareholder (IN BLOCK LETTERS):

Name and Address of the Proxy (IN BLOCK LETTERS, to be filled in by the proxy attending instead of the Equity Shareholder):

.....
Signature of the Equity Shareholder / Proxy

NOTE: Equity Shareholders attending the meeting in person or through Proxy are requested to complete the Attendance Slip and hand it over at the entrance of the meeting hall.

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MAP

