## NOTICE

Notice is hereby given that the 19<sup>th</sup> Annual General Meeting of the members of the Company will be held at <u>Bancal</u> Farm House, Hiranki Road, Bakhtawarpur, Delhi -110036 on Monday, 30<sup>th</sup> day of September, 2013 at 11:30 A.M. to transact the following business:

## ORDINARY BUSINESS

- To receive, consider & adopt the Audited Balance Sheet as at 31<sup>st</sup> March 2013 and Statement of Profit & Loss for the year ending on 31<sup>st</sup> March 2013 together with Directors' & Auditors' Report thereon.
- 2. To declare the dividend on equity shares for the financial year ended on 31<sup>st</sup> March, 2013.
- 3. To appoint a director in place of Mr. Jatinder Pal Singh Narang, who retire by rotation and being eligible, offers himself for re appointment.
- 4. To appoint a director in place of Mr. Ghanshyam Dass Soni, who retire by rotation and being eligible, offers himself for re appointment.
- 5. To appoint Auditors to hold office from the conclusion of this Annual General Meeting till the conclusion of next Annual General Meeting and fix their remuneration.

Regd. Office: 304, Gupta Arcade, Inder Enclave, Delhi – Rohtak Road New Delhi – 110 087 Place: New Delhi Date: 27.07.2013

order of the Board (Deepak Arneia) Managing Difector

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## NOTES:

- A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT ONE OR MORE PROXY (IES) TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF/HERSELF AND THE PROXY SO APPOINTED NEED NOT BE A MEMBER OF THE COMPANY. THE PROXY FORM MUST REACH THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE TIME FIXED FOR ANNUAL GENERAL MEETING.
- 2. The Register of Members and Share Transfer Book will remain closed from 23.09.2013 to 30.09.2013 (both days inclusive).
- 3. Shareholders are requested to update their bank account particulars, change of address and other details with their respective Depository participants as well as to the Registrar and Transfer Agents (RTA).
- 4. Members are requested to get their shares dematerialized. The ISIN code of our securities with CDSL & NSDL is INE705H01011.
- Relevant documents referred to in this accompanying Notice are open for inspection by the members at the registered office of the company on all working days between 11 A.M to 1.00 P.M and upto the date of the meeting.
- 6. For the convenience of the members, attendance slip is enclosed elsewhere in the Annual Report. Members/Proxy holders / Authorized representative are requested to fill in and affix their signature at the space provided therein and surrender the same at the venue of the AGM. Proxy/ Authorized Representatives of a member should state on the attendance slip as "Proxy or Authorized Representative "as the case may be.
- 7. The Directors Report, Auditors' Report and Audited Balance Sheet as at 31<sup>st</sup> March, 2013 and the Profit and Loss Account for the financial year ended on that date are enclosed.
- The company has designated an exclusive e-mail id called <u>cs@mohindra.asia</u> for redressal of shareholders' /Investor' complaints / Grievances. In case you have any queries / complaints or grievances, then please write to us at the above e-mail address.
- 9. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are therefore, requested to submit the PAN to their Depository Participants with whom they are maintain Demat Accounts .Members holding shares in physical form can submit their PAN details to the company.
- 10. Pursuant to the provision of Section 205A (5) and 205 (C) of the Companies Act, 1956, followed by the issue of Investor Education & Protection Fund (Awareness and Protection of the Investors) Rules, any dividend transferred by the company to the unpaid dividend account and remaining unclaimed for a period of seven years from the date of such transfer by the company to a fund called Investor Education & Protection Fund (the fund) set up the central government.

Accordingly, unpaid/ unclaimed dividend for the Financial Year 2005-06 shall become transferrable to the fund on 29<sup>th</sup> September, 2013, followed by the transfer of the amounts of unpaid /unclaimed dividends for the subsequent years. No claim shall lie thereafter against the fund or the company in respect of in respect of such amounts transferred. Shareholders are therefore requested to verify their records and send claims. If any, for the relevant years from 2005-06 onwards, before the respective amounts become due for transfer to the fund. The following are the details of the dividend declared by the company and respective due dates for claiming by the shareholders.

Dividend Year	Date of Declaration	Last Date for claim
2005-06	30/09/2006	29/09/2013
2006-07	29/09/2007	28/09/2014
2007-08	13/09/2008	12/09/2015
2008-09	29/09/2009	28/09/2016
2009-10	30/09/2010	29/09/2017
2010-11	16/09/2011	15/09/2018
2011-12	22/09/2012	21/09/2019

Those members who have not so far claimed their dividend for the financial year 2005-06, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11 and 2011-12 are requested to make their claims to the company for obtaining their respective Demand Draft.

- 11. In order to avoid fraudulent encashment of the Dividend warrant(s), members are advised to inform details of their bank account number and name and address of the Bank, for incorporating the same on the Dividend warrant(s).
- 12. The copies of the Annual Report will not be distributed at the Annual General Meeting. Members are requested to bring their copies to the meeting.
- 13. In case of any query, Members are requested to send the same to the Company Secretary at least 10 days before the date of the meeting so that information can be made available at the meeting.
- 14. Members are requested to note that no GIFT will be distributed at the meeting.

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Regd. Off: 304, Gupta Arcade, Inder Enclave, Delhi-Rohtak Road New Delhi-110087 Place: New Delhi Date: 27.07.2013

By order of the Board (Deepak Arneja) Managing Director

Pursunat to the requirement of Corporate Governance , a Brief Resume of the Directors being re-appointed at the Annual General Meeting is given below:

	Particulars of Director	Particulars of Director
Name	Mr. Ghanshyam Dass Soni	Mr. Jatinder Pal Singh Narang
Date of Birth	12/03/1947	31/05/1953
Date of appointment	02/03/1998	04/08/1995
Expertise in field	He has immense years of experience in Publication Industry	He has immense years of experience in Transport Industry
Directorships in other companies	1.Soni Publication Private Limited 2.Sumu Financial Services Private Limited	<ol> <li>Kanpur Delhi Goods Carriers Ltd</li> <li>Kanpur Delhi Transport (P) Ltd.</li> <li>Harjas Impex (P) Ltd.</li> <li>J.P Fashion wear (P) Ltd.</li> </ol>
Committee membership in Mohindra Fasteners Limited	1. Chairman-Audit Committee 2. Chairman-Share Transfer & Investor Grievances & Redressal Committee	NIL
Shareholding in the company.	1.93%	3.47%

Regd. Off: 304,Gupta Arcade, Inder Enclave, Delhi-Rohtak Road New Delhi-110087 Place: New Delhi Date: 27.07.2013

By order of the Board pre Ch (Deepak Arneja) Managing Director

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