Latteys Industries Limited
Plot No. 16, Phase 1/2, GIDC Estate, Naroda,
Ahmedabad-382330, (Gujarat) India.

30/08/2018

To,
The Manager- Listing Department,
The National Stock Exchange of India Limited,
Exchange Plaza, NSE Building,
Bandra Kurla Complex, Mumbai-400051

Scrip ID/Code: LATTEYS

Sub: INTIMATION OF NOTICE OF 5TH ANNUAL GENERAL MEETING TO BE HELD ON 28TH DAY OF SEPTEMBER, 2018

Dear Sir/Madam,

Pursuant to Regulation 30 of SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015, we are submitting herewith Notice of 5th Annual General Meeting of the Members of the Company scheduled to be held on **Friday 28th Day of September, 2018 at 04:00 PM** at registered office of the Company at Plot No. 16, Phase ½, GIDC Estate, Naroda, Ahmedabad-382330, Gujarat, India to consider and approve he business specified in notice convening the 5th Annual General Meeting.

Kindly consider the same and take on record.

Thanking you,
For LATTEYS INDUSTRIES LIMITED

B. Jayesh

JAYESH L. BHAVSAR
ACS 47954
(Company Secretary and Compliance Officer)

LATTEYS INDUSTRIES LTD. NARODA AHMEDABAD

Enclose: Notice of AGM

NOTICE OF 5TH ANNUAL GENERAL MEETING

NOTICE is hereby given that **5th Annual General Meeting** of the members of **M/s. LATTEYS INDUSTRIES LIMITED** will be held at **registered office of the Company** on **Friday 28th Day of September, 2018** at **04:00 P.M.** to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited financial statements of the Company for the financial year ended **31st March, 2018**, together with Reports of the Board of Directors and the Auditors thereon.

2. To appoint **Mr. PAWAN GARG** as a Whole Time Director, who retires by rotation and being eligible, offer himself for re-appointment.

3. To ratify the appointment of **M/s Gaurav Ashok Jain & Associates**., as Auditors of the company and fix their remuneration.

   "RESOLVED THAT in terms of the provisions of Sections 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 and the rules made there under and pursuant to the resolution passed by the members at the Fourth Annual General Meeting held on **25th September, 2017**, the appointment of **M/s. Gaurav Ashok Jain & Associates**., Chartered Accountants, as Statutory Auditors of the Company, appointed as statutory auditors of the company to hold office until conclusion of annual general meeting for financial year ending **31st March, 2020**, subject to their eligibility and confirmation u/s 141 of the Companies Act, 2013 and ratification by members at annual general meeting every year u/s 139 of the Companies Act, 2013 and as they have confirmed their eligibility u/s 141 of the Companies Act, 2013 they be and are hereby appointed as Statutory Auditors of the Company, at such remuneration as may be agreed upon by the Board of Directors and Auditors."

Registered Office:
PLOT NO. 16, PHASE-1/2, GIDC ESTATE,
NARODA,
AHMEDABAD – 395002,
GUJARAT, INDIA

By order of the Board
FOR LATTEYS INDUSTRIES LIMITED

KAPOOR CHAND GARG
Chairman & Managing Director

Place: AHMEDABAD
Date: 30/08/2018

NOTES:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF. THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A BLANK FORM OF PROXY IS ENCLOSED HEREWITH AND, IF INTENDED TO BE USED, IT SHOULD BE RETURNED DULY COMPLETED AT NTHE REGISTERED OFFICE OF THE COMPANY NOT LESSTHAN FORTY EIGHT HOURS BEFORE THE SCHEDULED TIME OF THE COMMENCEMENT OF 5TH ANNUAL GENERAL MEETING.**

2. Corporate members intending to send their authorized representative to attend the meeting are requested to send a certified copy of Board Resolution authorized their behalf at the meeting.

3. The instrument of Proxy in order to be effective, should be deposited at the registered office of the Company, duly completed, and signed and stamped, not less than 48 hours before the commencement of the meeting. A proxy Form is sent herewith. Proxies submitted on behalf of the Companies, societies etc. must be supported by an appropriate resolutions/authority, as applicable.

4. Members / proxies /authorized representative should bring the duly filled Attendance Slip enclosed herewith to attend the meeting.

5. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013, will be available for inspection by members at the AGM.

6. The Register of Members and the Share Transfer books of the Company will remain closed from **Thursday 20th Day of September 2018** to **Friday 28th Day of September 2018** (both days inclusive) for Annual General Meeting.

7. To prevent fraudulent transactions, members are advised to exercise due diligence and notify the Company of any change in address or demise of any member as soon as possible. Members are also advised not to leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned Depository Participant and holdings should be verified.

8. 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 maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company.

9. In compliance with Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as substituted by the Companies (Management and Administration) Amendment Rules 2015 and regulation 44 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations 2015, the Company has provided a facility to the members to exercise their votes electronically through the electronic voting service arranged by **"M/s Link Intime India Private Limited**". The facility for voting ballot paper will also be made available at the AGM and members attending the AGM, who have not already cast their votes by remote e-voting prior to the AGM may attend the AGM but shall not be entitled to cast their votes again. The instructions for e-voting are annexed to the Notice.

10. Members' voting rights shall be in proportion to his/her share of paid up equity shares capital of the Company.

11. In case of joint holders attending the meeting, only such holder who is higher in the order of names will be entitled to vote.

12. The notice is being sent to all the members at their registered e-mail IDs, whose names appear in the Register of Members/ list of Beneficial Owners as received from National Securities Depository Limited (NSDL)/ Central Depository Service (India) Limited (CDSL) on **31st August, 2018.**

13. Members may also note that the Notice of the 5th Annual General Meeting, Attendance Slip, Proxy Form, Ballot Paper and Annual Report will also available on the Company's website www.latteysindustries.com for their download.

14. Member desirous of asking any questions at the Annual General Meeting are requested to send in their questions so as to reach the Company registered office at least **5 days** before the Annual General Meeting so that the same can be suitably replied to.

15. Members who have registered their e-mail id for the receipt of documents in electronic mode are being sent AGM Notice by e-mail and others are sent by registered post/ speed post/courier. Members who have received AGM Notice by e-mail and wish to vote physically can do the same by remaining present in the meeting.

16. Documents specifically stated in Explanatory Statement are open for inspection at the registered office of the Company between 10:00 AM and 06:00 PM on all working days (expect Sunday, and Public Holidays) up to the date of announcement of result of AGM.

17. The members who did not exercise their vote by E-voting shall have an option to cast their vote on poll that will be conducted at the AGM venue. Further there shall not be any voting through Show of hands.

18. The Company has appointed **M/s. Trupal J. Patel & Co.,** Chartered Accountants to act as the Scrutinizer for conducting the electronic voting process in a fair and transparent manner.

19. The Scrutinizer shall, immediately after the conclusion of the e-voting period, unblock the votes in the presence of at least two (2) witnesses not in the employment of the Company and make, not later than three (3) days of conclusion of the meeting, a consolidated Scrutinizer's Report of the votes cast in the favour or against, if any, forthwith to the Chairman of the Company, who shall counter –sign the same.

20. The result shall be declared at or after the Annual General Meeting of the Company. The result declared along with the Scrutinizer's Report shall be placed on the Company's website www.latteysindustries.com immediately after the result is declared by the chairman and communicated to NSE Limited.

21. Electronic copy of the Notice of the 5th Annual General Meeting of the Company, inter alia, indicating the process of e-voting along as stated herein with Attendance Slip and Proxy form is being sent to all the members whose email id are registered with the Company for communication purpose unless any member has requested for a physical copies of the same. For members who have not registered their email address, physical copies of the notice of 5the Annual General Meeting of the Company, inter alia, indicating the process and manner of e-voting along with Attendance Slip and Proxy form is being sent in the permitted mode.

22. The record date for the purpose of determining the eligibility of the Members to attend the 05th Annual General Meeting of the Company is **19th September, 2018**.

23. Any person, who acquires shares of the Company and become member of the Company after dispatch of the Notice of AGM and holding shares as of the record date i.e. **19th September, 2018**, can also attend the meeting.

Registered Office:
PLOT NO. 16, PHASE-1/2, GIDC ESTATE,
NARODA,
AHMEDABAD – 395002,
GUJARAT, INDIA

By order of the Board
FOR LATTEYS INDUSTRIES LIMITED

KAPOOR CHAND GARG
Chairman & Managing Director

Place: AHMEDABAD
Date: 30/08/2018

Procedure and Instruction for E-voting:

1. In compliance with Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended and Clause 35B of Listing Agreement, the Company is pleased to provide to its members facility to exercise their right to vote on resolutions proposed to be passed in the meeting by electronic means. The member may cast their votes using an electronic voting system from a place other than the venue of the meeting (remote e-voting).

2. The facility for voting through polling paper shall be made available at the Meeting and the members attending the meeting who have not cast their vote by remote e-voting shall be able to vote at the meeting through polling papers.

3. The members who have cast their vote by remote e-voting may also attend the meeting but shall not be entitled to cast their vote again.

4. The company has engaged the services of **M/s Link Intime India Private Limited** as the Agency to provide e-voting facility.

5. The Board of Directors of the Company has appointed **M/s. Trupal J. Patel & Co.** Chartered Accountants, Ahmedabad as Scrutinizer to scrutinize the voting at AGM and remote e-voting process in a fair and transparent manner and they have also communicate their willingness to be appointed and will be available for the same purpose.

6. Voting rights shall be reckoned on the paid –up value of the shares registered in the name of member /beneficial owner (in case of electronic shareholding) as on the cut-off date i.e **19th September, 2018**.

7. A person, whose name is recorded in the register of member or in the register of the beneficial owners maintained by the depositories as on the cut-off date, i.e. **19th September, 2018** only shall be entitled to avail the facility of remote e-voting as well as voting at AGM through polling papers.

8. Any person who become a member of the Company after dispatch of the notice of the Meeting and holding shares as on cut-off date i.e. **19th September, 2018**, may obtain the User Id and password in the manner as mentioned below:

Visit the e-voting system of LIIPL. Open web browser by typing the following URL: https://instavote.linkintime.co.in

A. Click on “Login” tab, available under ‘Shareholders’ section.
B. Enter your User ID, password and image verification code (CAPTCHA) as shown on the screen and click on “SUBMIT”.

C. Your User ID details are given below:
   a. Shareholders holding shares in demat account with NSDL: Your User ID is 8 Character DP ID followed by 8 Digit Client ID
   b. Shareholders holding shares in demat account with CDSL: Your User ID is 16 Digit Beneficiary ID
   c. Shareholders holding shares in Physical Form (i.e. Share Certificate): Your User ID is Event No + Folio Number registered with the Company

D. Your Password details are given below:
   If you are using e-Voting system of LIIPL: **https://instavote.linkintime.co.in** for the first time or if you are holding shares in physical form, you need to follow the steps given below:

   Click on "Sign Up" tab available under 'Shareholders' section register your details and set the password of your choice and confirm (The password should contain minimum 8 characters, at least one special character, at least one numeral, at least one alphabet and at least one capital letter).

	For Shareholders holding shares in Demat Form or Physical Form
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (applicable for both demat shareholders as well as physical shareholders). • Members who have not updated their PAN with depository Participant or in the company record are requested to use the sequence number which is printed on Ballot Form / Attendance Slip indicated in the PAN Field.
DOB/ DOI	Enter the DOB (Date of Birth)/ DOI as recorded with depository participant or in the company record for the said demat account or folio number in dd/mm/yyyy format.

   If you are holding shares in demat form and had registered on to e-Voting system of LIIPL: **https://instavote.linkintime.co.in**, and/or voted on an earlier voting of any company then you can use your existing password to login.

   If Shareholders holding shares in Demat Form or Physical Form have forgotten password:

   Enter User ID, select Mode and Enter Image Verification code (CAPTCHA). Click on "SUBMIT".

Incase shareholder is having valid email address, Password will be sent to the shareholders registered e-mail address. Else, shareholder can set the password of his/her choice by providing the information about the particulars of the Security Question & Answer, PAN, DOB/ DOI, Dividend Bank Details etc. and confirm. (The password should contain minimum 8 characters, at least one special character, at least one numeral, at least one alphabet and at least one capital letter)

NOTE: The password is to be used by demat shareholders for voting on the resolutions placed by the company in which they are a shareholder and eligible to vote, provided that the company opts for e-voting platform of LIIPL.

For shareholders holding shares in physical form, the details can be used only for voting on the resolutions contained in this Notice.

It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

- Cast your vote electronically

E. After successful login, you will be able to see the notification for e-voting on the home page of INSTA Vote. Select/ View "Event No" of the company, you choose to vote.

F. On the voting page, you will see "Resolution Description" and against the same the option "Favour/ Against" for voting.
Cast your vote by selecting appropriate option i.e. Favour/Against as desired.

Enter the number of shares (which represents no. of votes) as on the cut-off date under 'Favour/Against'. You may also choose the option 'Abstain' and the shares held will not be counted under 'Favour/Against'.

G. If you wish to view the entire Resolution details, click on the 'View Resolutions' File Link.

H. After selecting the appropriate option i.e. Favour/Against as desired and you have decided to vote, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "YES", else to change your vote, click on "NO" and accordingly modify your vote.

I. Once you confirm your vote on the resolution, you will not be allowed to modify or change your vote subsequently.

J. You can also take the printout of the votes cast by you by clicking on "Print" option on the Voting page.

❖ General Guidelines for shareholders:

- Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to e-Voting system of LIIPL: https://instavote.linkintime.co.in and register themselves as **'Custodian / Mutual Fund / Corporate Body'**.

  They are also required to upload a scanned certified true copy of the board resolution /authority letter/power of attorney etc. together with attested specimen signature of the duly authorized representative(s) in PDF format in the **'Custodian / Mutual Fund / Corporate Body' login** for the Scrutinizer to verify the same.

- During the voting period, shareholders can login any number of time till they have voted on the resolution(s) for a particular "Event".

- Shareholders holding multiple folios/demat account shall choose the voting process separately for each of the folios/demat account.

- In case the shareholders have any queries or issues regarding e-voting, please refer the Frequently Asked Questions ("FAQs") and Instavote e-Voting manual available at https://instavote.linkintime.co.in, under Help section or write an email to enotices@linkintime.co.in or Call us :- Tel : 022 - 49186000.

9. The remote E-voting facility will be available during the following period:
   Commencement of remote E-voting: From 09:00 am (IST) on 25th September, 2018 End of remote E-voting: Up to 5:00 pm (IST) on 27th September, 2018.
   The remote E-voting will not be allowed beyond the aforesaid date and time and the E-voting Module shall be disabled by **M/s Link Intime India Private Limited** upon expiry of aforesaid period.

ANNEXURE TO NOTICE

Details of the Directors seeking appointment/re-appointment at the Fifth coming Annual General Meeting

Annexure of Item No: 02

Name of Director	PAWAN GARG
DIN	00434836
Date of Birth	15/06/1980
Date of first Appointment	02/04/2013
Permanent Account Number (PAN)	AFEPG4803J
Expertise in Specific Functional Area and experience	Pawan Garg, aged 38 years is Promoter & Whole Time Director of our Company. He has been Director of our Company since incorporation. He has approximately 11 years of experience in the Pump Industry. He holds relevant knowledge and expertise in the areas of marketing, sales and branding. At present he heads the Marketing department of the Company.
Directorship held in other Companies	LATTICE ENGINEERING PVT LTD
Committee positions held in other Companies	NIL
No. of Equity Shares held in the Company as on 31/03/2018	187670 (5.56%)

LATTEYS INDUSTRIES LIMITED

L29120GJ2013PLC074281

PLOT NO. 16, PHASE 1/2, GIDC ESTATE, NARODA
AHMEDABAD – 382330, GUJARAT, INDIA
Phone: 079-22822894/22823354 **Email:** info@latteysindustries.com,

ATTENDANCE SLIP

(Please fill the attendance slip and hand it over at the entrance)

Folio No./ DP ID/ Client ID	
No. of Equity Shares held	

I hereby record my presence at the 5th Annual General Meeting of the Company being held at the registered office of the Company on Friday, 28th Day of September, 2018 at 04:00 P.M.

Name of the Shareholder	
Name of the Proxy / Authorized Representative	

***Strike off whichever is not applicable**

_____

Signature of Shareholders /

Proxy /Authorized Representative

LATTEYS INDUSTRIES LIMITED

L29120GJ2013PLC074281

PLOT NO. 16, PHASE 1/2, GIDC ESTATE, NARODA
AHMEDABAD – 382330, GUJARAT, INDIA
Phone: 079-22822894/22823354 **Email:** info@latteysindustries.com,

PROXY FORM

Name	
Registered Address	
E-Mail ID	
Folio No./Client ID	

I/we_____ being member(s) of above named company, hereby appoint

Name:	
Address:	
E-Mail ID	**Signature:**

Or failing him/her

Name:	
Address:	
E-Mail ID	**Signature:**

Or failing him/her

Name:	
Address:	
E-Mail ID	**Signature:**

As my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 05th Annual General Meeting of the Company, to be held on the Friday, 28th Day of September, 2018 at 04:00 pm at registered office of the Company and at any adjournment thereof in respect of such resolutions as are indicated below:

Sr. No.	**Resolution**	**Vote**	
		For	**Against**
	Ordinary resolution		
1.	Adoption of Balance sheet as at **31st March, 2018** and the Statement of Profit and Loss for the year ended on that date and the Reports of the Board of Directors and Auditors thereon.		
2.	Re-appointment of **Mr. PAWAN GARG** as a Whole Time Director, who retires by rotation.		
3.	To ratify the appointment of M/s. **M/s Gaurav Ashok Jain & Associates** as Statutory Auditor of the Company.		

Signed this day of , 2018

Affix Re. 1 Revenue Stamp

Signature of Member Signature of Proxy holder(s)

Note:

1. **This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.**
2. **A proxy need not be a member of the Company.**
3. **Please complete all the details mentioned above before submission.**