VOLTAS LIMITED

23rd May, 2016

BSE Limited
Department of Corporate Services
Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai 400 001

National Stock Exchange of India Limited
Listing Department
Exchange Plaza
Bandra-Kurla Complex
Bandra (East), Mumbai 400 050

cc: NSDL/CDSL
TSR Darashaw Limited
(With a copy of Notice)

Dear Sir,

Sub: 62nd Annual General Meeting - Closure of Share Transfer Books

This is to inform that the Sixty-Second Annual General Meeting of the Company is scheduled to be held on Monday, 29th August, 2016 at 3.00 p.m. at Birla Matushri Sabhagar, 19, Sir Vithaldas Thackersay Marg, Mumbai 400 020.

2. In compliance with Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and pursuant to Section 91 of the Companies Act, 2013, we hereby inform that the Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 9th August, 2016, to Monday, 29th August, 2016, both days inclusive, for the purpose of Annual General Meeting and dividend as recommended by the Board of Directors of the Company for the year ended 31st March, 2016.

3. Pursuant to Regulation 47 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith copy of the Notice of Book Closure which would be released for publication in newspapers in due course of time.

Thanking you,

Yours faithfully,

VOLTAS LIMITED

(V. P. MALHOTRA)
Vice President - Taxation,
Legal & Company Secretary

Encl:

Corporate Management Office
Voltas House A Dr Babasaheb Ambedkar Road Chinchpokli Mumbai 400 033
Tel: 91 22 66656251 66656258 Fax: 91 22 66656311 E-mail: vpmalhotra@voltas.com website: www.voltas.com
Corporate Identity Number L29308MH1954PLC009371
A TATA Enterprise

VOLTAS LIMITED

(CIN: L29308MH1954PLC009371)
Website: www.voltas.com e-mail:shareservices@voltas.com
Telephone No. 91 22 66656512 Fax No.91 22 66656311

NOTICE

Notice is hereby given pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of Companies (Management and Administration) Rules, 2014 that the Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 9th August, 2016, to Monday, 29th August, 2016, both days inclusive, for the purpose of Annual General Meeting and dividend as recommended by the Board of Directors of the Company for the year ended 31st March, 2016.

This Notice shall also be available on the website of the Company at www.voltas.com and on the websites of BSE Limited at www.bseindia.com and National Stock Exchange of India Limited at www.nseindia.com .

VOLTAS LIMITED

V.P. Malhotra
Vice President – Taxation, Legal &
Company Secretary

Mumbai
23rd May, 2016

Registered Office:
Voltas House 'A'
Dr. Babasaheb Ambedkar Road
Chinchpokli, Mumbai 400 033