



SILGO RETAIL LTD.

CIN : L36911RJ2016PLC049036

SIL/2019-20

Date: **October 15, 2019**

The Manager
National Stock Exchange of India Ltd.
"EXCHANGE PLAZA",
Bandra – Kurla Complex,
Bandra (East), Mumbai- 400 051.
INDIA.

Symbol: "SILGO"

SUB: NOTICE OF 04TH ANNUAL GENERAL MEETING, BOOK CLOSURE

Notice is hereby given that the **FORTH ANNUAL GENERAL MEETING (AGM)** of the members of Silgo Retail Limited will be held on **THURSDAY, 14th NOVEMBER, 2019 AT 2.30 P.M.** at **"B-11, Mahalaxmi Nagar, Jawahar Lal Nehru Marg, Jaipur-302017** to transact the businesses as set out in the notice convening the meeting.

The Company is in the process of completing the dispatch of physical copies of the notice of the AGM, Annual Report containing audited accounts for the year ended 31st March, 2019 and the Reports of the Auditors and Directors to the members who have not registered their email address (dispatch will be completed by October 15, 2019) and also sent the same, through the electronic means to the members whose e-mail Ids are registered with the Company/ Depository participants for communication purposes.

This is to also inform you that the Notice of AGM and Annual Report are also available on the Company's website viz., www.silgo.in, and Members, who do not receive the Notice of AGM and Annual Report, may download it from the Company's website or may request for a copy of the same by writing to the email ID cs@silgo.in or Registered Office of the Company.

The Board of Directors of the Company has appointed Mr. Sharat K Shetty, Practising Company Secretary, Mumbai as scrutinizer for scrutinize the voting process in a fair and transparent manner. The voting rights of members shall be as per the number of equity shares held by the members as on the cut-off date which is 11th October, 2019. The notice is being sent to all the Members, whose names appeared in the Register of Member / Record of Depositories as on 11th October, 2019.



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All the members are informed that:

- I. The cut-off date for determining the eligibility to vote is Friday, 11th October, 2019;
 - a) The facility for voting through ballot paper shall be made available at AGM.
 - b) A person, whose name is recorded in the register of members or in the register of beneficial owner maintained by the depositories as on the cut-off date only, shall be entitled to avail the facility of voting at AGM for the businesses set out in the notice.
 - c) The Scrutinizer shall after conclusion of voting at the Annual General Meeting, will first count the votes cast at the meeting and thereafter at least two witnesses not in the employment of the Company and shall make, not later than three days of conclusion of the AGM, a consolidated scrutinizer's report of the total vote cast in favour or against if any, to the chairman or a Person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

Pursuant to the provision of section 91 of the Act and Rules made there under and Regulation 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Registrar of Members and Share Transfer Books of the Company will remain closed from Thursday, November 07, 2019 to Thursday, November 14, 2019 (both days inclusive) for the purpose of determining the members eligible for payment of Final Dividend and the Annual General Meeting.

A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING (THE "MEETING") IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING THE PROXY SHOULD, HOWEVER BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN FORTY EIGHT HOURS BEFORE THE COMMENCEMENT OF THE MEETING.



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A PERSON CAN ACT AS A PROXY ON BEHALF OF MEMBERS NOT EXCEEDING FIFTY AND HOLDING IN THE AGGREGATE NOT MORE THAN TEN PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS. A MEMBER HOLDING MORE THAN TEN PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SUCH PERSON SHALL NOT ACT AS A PROXY FOR ANY OTHER PERSON OR SHAREHOLDER.

For SILGO RETAIL LIMITED

For SILGO RETAIL LIMITED


Authorized Signatory

**Tripti Sharma
(CS & COMPLIANCE OFFICER)**

Encl: As above