

# संदेश

**SANDESH LIMITED**

CIN-L22121GJ1943PLC000183

Registered Office:- "SANDESH BHAVAN", Lad Society Road,  
B/h. Vastrapur Gam, P.O. Bodakdev, Ahmedabad-380054  
(Gujarat-India) • Phone No.:- (079) 40004000

Email: investorsgrievance@sandesh.com and cs@sandesh.com

**NOTICE FOR 75TH ANNUAL GENERAL MEETING,  
REMOTE E-VOTING INFORMATION**

**NOTICE** is hereby given that 75th Annual General Meeting (AGM) of The Sandesh Limited (Company), will be held on **Friday, September 28, 2018**, at 10:00 A.M. at Gujarat Law Society Auditorium, G.L.S. College Campus, Opp. Law Garden, Ellisbridge, Ahmedabad-380006, to transact the businesses as set forth in the Notice convening the AGM.

Annual Report of the Company for the FY 2017-18, including the Notice convening the AGM, has been sent electronically to those members who have registered their email IDs either with the Company or its Registrar & Share Transfer Agent or with the Depository Participants. Further the Notice convening the AGM together with Annual Report of the Company for FY 2017-18 has been dispatched to all other members (whose email ids are not registered) at their registered addresses by permitted mode. Annual Report of the Company for the FY 2017-18, including the Notice convening the AGM is available on Company's website [www.sandesh.com](http://www.sandesh.com). The notice convening the AGM is also available on the website of Central Depository Services (India) Limited (CDSL) [www.evotingindia.com](http://www.evotingindia.com).

The dispatch of Annual Report for the FY 2017-18 inter alia, including the Notice convening the AGM to the members was completed on August 31, 2018. Any such member who wishes to have a physical copy of Annual Report may write to the Company and the same would be provided at free of cost. Further, any member, who has not received Annual Report or any investor who has become a member of the Company after dispatch of Annual Report, may send a request to the Secretarial Department of the Company at 'Sandesh Bhavan', Lad Society Road, B/h. Vastrapur Gam, P.O. Bodakdev, Ahmedabad-380054 or email us at: [investorsgrievance@sandesh.com](mailto:investorsgrievance@sandesh.com) / [cs@sandesh.com](mailto:cs@sandesh.com) for a copy of Annual Report and can also attend AGM in person or appoint a proxy.

Notice is also given that pursuant to section 91 of the Companies Act 2013, read with Rule 10 of the Companies (Management and Administration) Rules, 2014 and Regulation 42 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the Register of Members and Share Transfer Book of the Company will remain closed from Friday, September 21, 2018 to Friday, September 28, 2018 (both days inclusive), for the purpose of AGM.

Pursuant to applicable provisions of section 108 of the Companies Act 2013, read with Rule 20 of the Companies (Management and Administration) 2014, as amended from time to time and Regulation 44 of Listing Regulations, the Company has made necessary arrangements with CDSL to facilitate the Members to cast their votes on all the resolutions set forth in the Notice convening AGM, by electronic means, from a place other than venue of AGM ('remote e-voting') and the business may be transacted through such voting. The facility for voting shall also be made available at AGM through polling paper and Members attending AGM who have not casted their votes by remote e-voting shall be able to exercise their right at AGM. Please note that remote e-voting is optional.

A person whose name is recorded in the Register of Members or in the Register of Beneficial Owners maintained by the Depositories, as on the cut-off date i.e. September 21, 2018 shall be entitled to avail the facility of remote e-voting or voting at AGM through ballot paper. Persons who are not the Members of the Company as on the cut-off date should treat this Notice for information purpose only.

Eligible Members who have acquired shares after the dispatch of Annual Report and holding shares as on the cut-off date may approach the Company for issuance of the USER ID and Password for exercising their right to vote by electronic means.

Remote e-voting period begins at 09:00 A.M. on Tuesday, September 25, 2018 and ends at 05:00 P.M. on Thursday, September 27, 2018. During this period, the Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. September 21, 2018 may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter.

Members who have casted their vote by remote e-voting prior to AGM may also attend AGM, but shall not be entitled to cast their vote again. A Member can opt for only one mode of voting i.e. either through remote e-voting or voting at AGM. If a Member casts votes by both modes, then voting done through remote e-voting shall prevail.

In case you have any queries or issues regarding remote e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com). Contact details: Mr. Rakesh Dalvi; Designation: Manager; Address: A Wing, 25th Floor, Marathon Futurex, Mafatal Mill Compounds, N M Joshi Marg, Lower Parel (East), Mumbai - 400013; Phone number: 18002005533.

**Date:** September 1, 2018

By The Order Of The Board Of Directors,

**Place:** Ahmedabad

For, The Sandesh Limited

**Dhaval Pandya**

Company Secretary