

**SHIVA GRANITO EXPORT LIMITED**

CIN : U14200RJ2015PLC048974

Regd. Office :-8, Bhatt Ji Ki Baari, Udaipur-313001.

Phone : 0294-2418228, Fax – 0294-2414463

Website : shivaexport.in

E-Mail:- investors@shivaexport.in

**NOTICE**

NOTICE is hereby given that the 1<sup>st</sup> Annual General Meeting of the Shareholders of **SHIVA GRANITO EXPORT LIMITED** will be held at the Registered Office of the Company at 8, Bhatt Ji Ki Baari, Udaipur-313001(Rajasthan) on **Friday, the 30<sup>th</sup> December, 2016 at 3.00 P.M.** to transact the following business:-

**Ordinary Business:-**

1. To receive, consider and adopt the Financial Statements of the Company for the year ended March 31<sup>st</sup>, 2016 including the Audited Balance Sheet as at 31<sup>st</sup> March, 2016 Statement of Profit & Loss for the year ended on that date, Cash Flow Statement for the year ended on that date and the Directors' and Auditors' Report thereon.
2. To appoint a Director in place of Ms. Asha Upadhyay (DIN 07396269), who retires by rotation and being eligible offers herself for re-appointment.

To consider and if thought fit, to pass with or without modification the following resolution as an Ordinary Resolution :

**“RESOLVED THAT,** pursuant to provision of Section 152(6)(c) and read with all other applicable provisions of the Companies Act,2013 and the Companies (Appointment and Remuneration of Managerial Personnel) Rules,2014 (including any Statutory modification (s) or re-enactment thereof for the time being in force) and subject to any other approvals, if any , Ms. Asha Upadhyay (DIN : 07396269), Director of the Company be and is hereby re-appointed as Director of the Company.”

**“RESOLVED FURTHER THAT,** the Company do hereby empowers the Board of Directors of the company to decide the components of the remuneration and to complete all necessary documentation and other formalities in this respect.”

3. To re-appoint Statutory Auditors of the Company and to fix their remuneration  
To consider and if thought fit, to pass with or without modification the following resolution as an Ordinary Resolution :

**“RESOLVED THAT,** pursuant to provision of section 139, 142 and other applicable provisions of the Companies Act, 2013 and rules made thereunder and pursuant to the recommendations of the Audit Committee, M/s Nenawati & Associates, Chartered Accountants (FRN : 02148C), Udaipur be and is hereby as statutory auditors of the company to hold office from the conclusion of Sixth Annual General Meeting and the Board of Directors be and is hereby authorized to fix the remuneration payable to them for the financial year ending on 31<sup>st</sup> March, 2017 as may be determined by the audit committee in consultation with the auditors.”

**By order of the Board of Directors**

**Place : Udaipur**

**(Swati Maheshwari)**

**Date : 11.11.2016**

**Company Secretary & Compliance Officer**

**NOTES:**

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING (MEETING) IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A person can act as proxy on behalf of members not exceeding 50 (fifty) and holding in the aggregate not more than 10% (ten) of the total share capital of the Company. A member holding more than 10% (ten) of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person cannot act as a proxy for any other person or shareholder. The instrument appointing the Proxy, in order to be effective, must reach to the Registered Office of the Company not less than forty eight hours before the commencement of the meeting.**
2. Corporate members are requested to send a duly certified copy of the Board Resolution/Power of Attorney authorizing their representative to attend the Annual General Meeting.
3. In case of joint holders attending the meeting, only such joint holders who are higher in the order of names will be entitled to vote.
4. The register of Members and Share Transfer Books of the Company shall remain closed from 23<sup>rd</sup> December, 2016 to 30<sup>th</sup> December, 2016 (both days inclusive) for the purpose of Annual General Meeting.
5. Members who wish to attend the meeting are requested to bring duly filled attendance sheet and their copy of the Annual Report at the Meeting.

**By order of the Board of Directors**

**Place : Udaipur**

**(Swati Maheshwari)**

**Date : 11.11.2016**

**Company Secretary & Compliance Officer**