



**NOTICE OF THE 31<sup>ST</sup> ANNUAL GENERAL MEETING**

**SHORTER NOTICE IS HEREBY GIVEN THAT THE 31<sup>ST</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF ADM AGRO INDUSTRIES KOTA & AKOLA PRIVATE LIMITED (“COMPANY”) WILL BE HELD ON MONDAY, 12<sup>TH</sup> DAY OF DECEMBER, 2022 AT 01:30 PM AT REGISTERED OFFICE OF THE COMPANY AT VATIKA PROFESSIONAL POINT, 3<sup>RD</sup> FLOOR, GOLF COURSE EXTENSION ROAD, SECTOR 66, GURGAON – 122 018 TO TRANSACT THE FOLLOWING BUSINESSES:**

**ORDINARY BUSINESSES:**

- 1. To receive, consider, and adopt the Audited Financial Statements of the Company as at March 31, 2022 and the Reports of Directors and Auditors thereon**

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

“**RESOLVED THAT** the audited financial statements of the Company for the financial year ended March 31, 2022 including reports of the Board and Auditors thereon be and are hereby received, considered and adopted.”

- 2. To appoint M/s Haribhakti & Co. LLP (Firm Registration No. 103523W/W100048) as Statutory Auditors of the Company to hold office for a period of Five Years from the conclusion of this Annual General Meeting until the conclusion of the 36<sup>th</sup> Annual General Meeting of the Company and to fix their remuneration.**

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

“**RESOLVED THAT** pursuant to the provisions of Section 139, 142 and other applicable provisions, if any, of the Companies Act, 2013 and the rules made thereunder (including any statutory modification(s) or re-enactment thereof), M/s Haribhakti & Co. LLP (Firm Registration No. 103523W/W100048) be and are hereby appointed as the Statutory Auditors of the Company, in place of M/s Suresh Surana & Associates LLP, Chartered Accountants (Registration No. 121750W/W-100010) Statutory Auditors of the Company retiring at the conclusion of this AGM, for a period of five years i.e. from the conclusion of this 31<sup>st</sup> Annual General Meeting till the conclusion of 36<sup>th</sup> Annual General Meeting of the Company and that the Board be and is hereby authorized to fix their remuneration.”

**By order of the Board of Directors  
For ADM Agro Industries Kota & Akola Private Limited**

Sd-\_\_

**Ankit Jain**  
**Company Secretary**  
**Membership No. A29499**  
**Address: Vatika Professional Point, 3rd Floor, Golf Course**  
**Extension Road, Sector-66, Gurgaon – 122018,**  
**Haryana, India**

**Date: 07<sup>th</sup> December, 2022**

**Place: Gurugram**



**NOTES:**

1. **A MEMBER, ENTITLED TO ATTEND AND VOTE AT THE MEETING, IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HERSELF/HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A FORM OF PROXY IS ENCLOSED AND, IF INTENDED TO BE USED, SHOULD BE RETURNED AT THE REGISTERED OFFICE OF THE COMPANY, DULY COMPLETED, NOT LESS THAN FORTY-EIGHT (48) HOURS BEFORE THE COMMENCEMENT OF THE MEETING. A PERSON CAN ACT AS PROXY ON BEHALF OF MEMBERS NOT EXCEEDING 50 (FIFTY) AND HOLDING IN THE AGGREGATE NOT MORE THAN 10 (TEN) PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS. A MEMBER HOLDING MORE THAN 10 (TEN) PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SAME PERSON SHALL NOT ACT AS PROXY FOR ANY OTHER PERSON OR SHAREHOLDER.**
2. Members/Proxies should bring the attendance slips duly filled in and signed for attending the Meeting as attached with this Notice.
3. The Documents referred herein along with Register of Directors and Key Managerial Personnel and their shareholding and Register of Contract & Arrangement in which directors are interested and all other documents as referred in the Notice are available for inspection by the Members at Registered Office of the Company on all working days during the business hours between 10:00 A.M. to 04:00 P.M. upto the date of Annual General Meeting and will also be available for inspection at the meeting.
4. Body Corporate Member intending to send its authorized representative(s) to attend the Meeting is requested to send duly certified copies of the Board Resolutions authorizing its representative(s) to attend and vote at the Annual General Meeting on their behalf.
5. The Company has received consent letters from all the members for convening the 31<sup>st</sup> Annual General Meeting at Shorter Notice at the Registered office of the Company at Vatika Professional Point, 3rd Floor, Golf Course Extension Road, Sector 66, Gurugram, Haryana, 122018.
6. Route map and prominent landmark for easy location of the venue of the Meeting is attached with this Notice.



ADM AGRO INDUSTRIES KOTA & AKOLA PRIVATE LIMITED

CIN : U15493HR1991PTC086016

Vatika Professional Point, 3rd Floor, Golf Course

Extension Road, Sector-66, Gurgaon – 122018,

Haryana, India

Ph. +91 124 4937800, Fax +91 124 4937889

Website – www.adm.com

**ADM Agro Industries Kota & Akola Private Limited**

**Regd. Office:** Vatika Professional Point, 3rd Floor, Golf Course Extension Road, Sector 66, Gurgaon – 122 018

**ATTENDANCE SLIP**

**Thirty First (31<sup>st</sup>) Annual General Meeting**

<b>Folio No.:</b>	<b>DP ID No.:</b>
<b>Number of Shares held:</b> _____ Equity Shares	<b>Client ID No.:</b>

I, \_\_\_\_\_ certify that I am Authorised Representative/ Nominee of \_\_\_\_\_, Member of the Company.

I hereby record my presence at the Thirty First (31st) Annual General Meeting of the Company, to be held on Monday, 12th Day of December at 01:30 PM at the Registered office of the Company at Vatika Professional Point, 3rd Floor, Golf Course Extension Road, Sector 66, Gurugram, Haryana, 122018.

Member's name in BLOCK Letters

**Signature of Member**

Date:



**Form No. MGT-11**

**Proxy form**

[Pursuant to Section 105(6) of the Companies Act, 2013 and  
Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

**CIN:** U15493HR1991PTC086016

**Name of the Company:** ADM AGRO INDUSTRIES KOTA & AKOLA PRIVATE LIMITED

**Registered office:** Vatika Professional Point, 3rd Floor Golf Course Extension Road, Sector 66 Gurugram  
Haryana 122018 India

Name of the member(s):	
Registered address:	
E-mail Id:	
Folio No/ Client Id:	
DP ID:	

I/We, being the member (s) of ..... shares of the above named company, hereby appoint:

1.	
Name:	
Address:	
E-mail Id:	
Signature: .....,or failing him	

2.	
Name:	
Address:	
E-mail Id:	
Signature: .....,or failing him	

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Thirty First (31<sup>st</sup>) Annual General Meeting of the Company, to be held on Monday, 12<sup>th</sup> Day of December, 2022 at Registered Office of the company i.e. Vatika Professional Point, 3<sup>rd</sup> Floor, Golf Course Extension Road, Sector 66, Gurgaon – 122 018 at 01:30 PM and at any adjournment thereof in respect of such resolutions as are indicated below:



Resolution No.	Description
<b>Ordinary Resolutions</b>	
1.	To receive, consider, and adopt the Audited Financial Statements of the Company as at March 31, 2022 and the Reports of Directors and Auditors thereon. <b>(Ordinary Business)</b>
2.	To appoint M/s Haribhakti & Co. LLP (Firm Registration No. 103523W/W100048) as Statutory Auditors of the Company to hold office for a period of Five Years from the conclusion of this Annual General Meeting until the conclusion of the 36 <sup>th</sup> Annual General Meeting of the Company and to fix their remuneration. <b>(Ordinary Business)</b>

Signed this..... day of.....2022

Affix  
Revenue  
Stamp

Signature of Shareholder

Signature of Proxy holder(s)

**Note: 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.**

### ROUTE MAP OF THE VENUE

