

SWAGTAM TRADING & SERVICES LTD

Registered office : Girish Chandra Bardalai Path, Bamunimaidam, Guwahati, Assam

NOTICE TO SHAREHOLDERS

Notice is hereby given that the 28th Annual General Meeting of the Shareholders of the company will be held on Saturday the 28th day of September, 2013 at 11.30 A.M. at the registered office of the company at Girish Chandra Bardalai Path, Bamunimaidam, Guwahati, Assam to transact the following business:

ORDINARY BUSINESS:

1. To receive consider and adopt the Audited Profit & Loss Account for the year ended on 31st March 2013 and the Balance Sheet as at that date and report of Directors & Auditors thereon.
2. To appoint Auditors to hold office from the conclusion of this Meeting till the conclusion of the next Annual General Meeting and to fix their remuneration.
3. To appoint a director in place of Mr. D S Bhandari who retires by rotation and being eligible offers himself for reappointment.

By order of Board of Directors
For SWAGTAM TRADING & SERVICES LTD


(M M Saklani)
Director

Place: NEW DELHI

Date: 26.08.2013

NOTE:

- 1 A MEMBER ENTITLED TO ATTEND THE MEETING IS ENTITLED TO APPOINT A PROXY AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY.
- 2 PROXIES SHOULD BE LODGED WITH THE COMPANY 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING.
- 3 MEMBERS ARE REQUESTED TO NOTIFY ANY CHANGE IN ADDRESS.
- 4 REGISTER OF MEMBERS AND SHARE TRANSFER REGISTER OF THE COMPANY WILL REMAIN CLOSED FROM SEPTEMBER 22, 2013 TO SEPTEMBER 28, 2013 (BOTH DAYS INCLUSIVE).