

SWAGTAM TRADING & SERVICES LIMITED

Regd. Office: Girish Chandra Bardalai Path, Bamunimaidan, Guwahati, Assam, 781021

Corp. Office: R-489, GF-A, Ground Floor, New Rajinder Nagar, New Delhi – 110060

Tel : 011-42475489 E-mail : swagtam1984@gmail.com Website : www.swagtam.com

CIN: L51909AS1984PLC007078

1) BSE Ltd.
Deputy Manager, Corporate Services
27th Floor, P. J. Tower, Dalal Street
Fort, Mumbai – 400 001

24.11.2015

2) Calcutta Stock Exchange Ltd.
Manager, Listing Dept.
7, Lyons Range, Kolkata – 700 001

3) Delhi Stock Exchange Ltd.
Manager, Listing Dept.
3/1, Asaf Ali Road, New Delhi – 110002

Dear Sir / Madam,

We humbly submit and bring to your kind Notice that the Meeting of the Board of Directors will be held on FRIDAY, 4th December, 2015 at 12:15 P.M. at its Corporate Office to consider the “Shifting of Registered Office” from the State of Assam TO NCT of Delhi, Location of Registered Office in New Delhi, Rent Agreement, Etc. and any other matter with the permission of Chair.

Kindly advise if we have to submit any other information, papers, documents, etc

Kindly take it on record, do the needful & oblige.

Thanking You,

For Swagtam Trading and Services Limited

For Swagtam Trading & Services Ltd.


Director/Authorised Signatory

Sumit Gupta

Director, DIN - 06911742

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NOTICE

Notice is given that Meeting of Board of Directors is scheduled to be held on FRIDAY, 4th December, 2015 at 12:15 P.M. at its Corporate Office to consider the Shifting of Registered Office from the State of Assam TO NCT of Delhi, Location of Registered Office in New Delhi, Rent Agreement, Etc. and any other matter with the permission of Chair.

For Swagtam Trading & Services Ltd.

Place : New Delhi

Dated : 24.11.2015



Sumit Gupta

Director, DIN - 06911742

Sumit Gupta
Director/Authorised Signatory