

SHARP CHUCKS AND MACHINES PRIVATE LIMITED

CIN: U27106PB1994PTC014701

Regd. Office: A-12, INDUSTRIAL DEVELOPMENT COLONY, JALANDHAR-144012, PUNJAB, INDIA.

Tel No: Ph.:- 0181-2611763, 2610341 Fax No: 0181-2610344

Website: sharpchucks.com, E.mail: info@sharpchucks.com

RTA: Skyline Financial Services (P) Ltd., D-153 A, 1st Floor, Okhla Industrial Area, Phase- I, New Delhi- 110020

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 26th Annual General meeting of the members of SHARP CHUCKS AND MACHINES PRIVATE LIMITED, JALANDHAR will be held on Thursday , the 31st day of December, 2020 at 04.30 P.M. at the Registered office of the Company i.e. at A-12, Industrial Development Colony, Jalandhar to transact the following business:-

ORDINARY BUSINESS:-

- 1.) To consider and adopt the audited Balance Sheet and statement of Profit and Loss Account for the financial year ended March 31, 2020 with Report of the Board of Directors and Auditors thereon.
- 2.) To ratify the appointment of the Auditors and fix their remuneration

To ratify the appointment of the Auditors, to hold office for 5 consecutive years from the conclusion of 25th Annual General Meeting till the conclusion of the 30th Annual General Meeting of the Company subject to the approval of shareholders at the 26th Annual General Meeting and in this regard, to consider and, if thought fit, to pass, with or without modification (s) the following resolution thereof 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 of the Companies (Audit & Auditors) Rules, 2014, M/s Sharp & Tannan, Chartered Accountants, 205-207, Ansal Tower, 38, Nehru Place, New Delhi-110019, (Firm Registration No. 000452N), Chartered Accountants, are hereby appointed as Auditors of the Company, to hold office from the conclusion of 25th Annual General Meeting, for five consecutive years until the conclusion of the 30th Annual General Meeting of the Company, be and is hereby approved by the shareholders in this 26th Annual General Meeting of the Company, subject to ratification by the shareholders annually and that they shall be paid such remuneration as fixed by the Board of Directors of the Company.”

- 3.) To Ratify Remuneration to the Cost Auditor for the F.Y. 2020-21

“RESOLVED THAT pursuant to the provisions of Section 148 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Audit and Auditors) Rules, 2014, the remuneration payable to M/s. S.K. VERMA & ASSOCIATES Cost Accountants appointed by the Board of Directors of the Company to conduct the audit of the cost records of the Company for the financial year 2020-21 amounting to Rs.70,000 plus applicable tax, travelling and other out-of-pocket expenses incurred by them in connection with the aforesaid audit, be and is hereby ratified and confirmed.”

For and on behalf of Board of Directors of
Sharp Chucks & Machines Private Limited

Mr. Ajay Sikka
Managing Director
DIN: 00665858
148, Shakti Nagar, Jalandhar

Mr. Rajat Kathpalia
Company Secretary

Notes:

1) A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND PROXY NEED NOT BE A MEMBER. THE PROXY FORM DULY COMPLETED MUST BE LODGED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE TIME OF HOLDING THE MEETING.

2)A person can act as proxy on behalf of Members not exceeding fifty (50) and holding in the aggregate not more than 10% of the total share capital of the Company. In case a proxy is proposed to be appointed by a Member holding more than 10% of the total share capital of the Company carrying voting rights, then such proxy shall not act as a proxy for any other person or shareholder.

3)Members are requested to bring their attendance slips duly completed and signed mentioning therein details of their Folio No.

4)In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote at the Meeting.

5) Relevant documents referred to in the accompanying Notice are open for inspection by the Members at the Company's Registered Office on all working days of the Company, during business hours up to the date of the Meeting

6) Members holding shares in dematerialized form are requested to intimate all changes pertaining to their bank details, change of address, change of name, e-mail address, contact numbers, etc., to their Depository Participant (DP). Changes intimated to the DP will then be automatically reflected in the Company's records which will help the Company and the Company's Registrars and Transfer Agents Skyline Financial Services (P) Ltd to provide efficient and better services.

7)Corporate members intending to send their authorized representative(s) to attend the meeting are requested to send to the company a duly certified board resolution authorizing their said representative(s) to attend and vote on their behalf at the meeting.

For and on behalf of Board of Directors of
Sharp Chucks & Machines Private Limited

Mr. Ajay Sikka
Managing Director
DIN: 00665858
148, Shakti Nagar, Jalandhar

Mr. Rajat Kathpalia
Company Secretary

IMPORTANT

1. Audited Financials Accounts & other incidental documents shall be placed before the members at the 26th AGM .
- 2 Please bring duly completed attendance slip at the Annual General Meeting.
- 3 Please note that only shareholders or the approved Proxies would be allowed to attend the Annual General Meeting. (Children/Family/Members/Guests etc.Other than shareholders/approved proxies would not be allowed.)
- 4 No gifts shall be distributed.

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ATTENDANCE SLIP

I/We hereby record my/our presence at the 26th Annual General Meeting of the Company held at registered office of the Company at Sharp chucks and Machines Private Limited, A-12, Industrial Development Colony, Jalandhar- 144012, Punjab (INDIA) at 04.30 p.m. on Thursday the 31st day of December,2020.

Name & Address of the Shareholder(s)	DP Id	
	Client Id/Regd. Folio.	
	No. of Shares Held	
If Shareholder(s) please sign here	If Proxy, please mention name and sign here	
	Name of Proxy	Signature

Notes:

- (1) Shareholder / Proxy holder, as the case may be, is requested to produce the attendance slip duly signed at the entrance of the Meeting venue.
- (2) Members are requested to advise the change of their address, if any, to Skyline Financial Services Pvt. Ltd., at the above address.

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PROXY FORM

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

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:

2. Name: Address.....

E-Mail Id:Signature:

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 26th Annual General Meeting of the Company to be held at Sharp chucks and Machines Private Limited, A-12, Industrial Development Colony, Jalandhar- 144012, Punjab (INDIA) at 04.30 p.m. on Thursday the 31st day of December,2020.and at any adjournment thereof in respect of such resolutions as are indicated below:

** I/We wish my above proxy(ies) to vote in the manner as indicated in the box below:

Ordinary Resolution(s)	For	Against	Abstain
1. Adoption of the audited Balance Sheet as at and the Financial Statements for the financial year ended on March 31, 2020 and Reports of the Directors and Auditors thereon.			
2. To appoint/re-appoint the Auditors and fix their remuneration			
3. To Ratify Remuneration to the Cost Auditor for the F.Y. 2020-21			

Signed thisday of 2020

Signature of Shareholder

Signature of first proxy holder

Signature of second proxy holder

Signature of third proxy holder

** This is only optional. Please put a 'v' in the appropriate column against the resolutions indicated in the Box. Alternatively, you may mention the number of shares in the appropriate column in respect of which you would like your proxy to vote. If you leave all the columns blank against any or all the resolutions, your proxy will be entitled to vote in the manner as he/she thinks appropriate.

Note:

1. **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.**
2. A proxy need not be a member of the Company.
3. In case the appointer is a body corporate, the proxy form should be signed under its seal or be signed by an officer or an attorney duly authorized by it and an authenticated copy of such authorisation should be attached to the proxy form. .
4. Appointing a proxy does not prevent a member from attending the meeting in person if he so wishes.
5. In case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated.

THIS PORTION IS INTENSTIONALLY LEFT BLANK

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ROUTE MAP TO THE COMPANY

