

MELSTAR INFORMATION TECHNOLOGIES LIMITED

CIN-L99999MH1986PLC040604

Regd. Off.: **159, Industry House, 5th Floor,
Churchgate Reclamation, Mumbai-400020**

NOTICE

NOTICE is hereby given that the 30th Annual General Meeting of the Company will be held at **11.00 a.m. on Thursday, the 28th September, 2017** at **"126", Sitaram Poddar Marg, Fanaswadi, Mumbai - 400002** to transact the Ordinary and Special Businesses mentioned in the Notice to Shareholders of the Company.

ANNUAL GENERAL MEETING

Pursuant to **Section 91** of the Companies Act, 2013, read with Rule 10 of the Companies (Management and Administration) Rules, 2014 and Regulation 42 of SEBI (Listing Obligation and Disclosures Requirements) Regulations, 2015, the Register of members and Share Transfer Books of the Company will be closed from **22nd September, 2017 to 28th September, 2017 (both day inclusive)** for the purpose of 30th Annual General Meeting of the Company.

Pursuant to **Section 108** of the Companies Act, 2013 read with **Rule 20** of the Companies (Management and Administration) Rules, 2014, as amended and **Regulation 44** of the SEBI (Listing Obligation and Disclosures Requirements) Regulations, 2015:

- (i) The shareholders may cast vote electronically in respect of the business stated in the AGM Notice. The Company has made arrangements with the National Securities Depository Ltd (NSDL) to facilitate e- votings
- (ii) Date of Completion of dispatch of Notice of Annual General Meeting by **4th September, 2017**.
- (iii) Date and time of Commencement of voting through electronic means on from **25th September 2017 (9:00 AM) and ends 27th September 2017(5:00 PM)**.
- (iv) Members please note that voting would not be allowed beyond the aforesaid date and time.

The Scrutinizer shall after the conclusion of voting at the general meeting, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

- i) Notice of the meeting can be viewed on the Company's website <http://www.melstar.com> or at www.nsdlindia.com/ and may also be accessed on the Stock Exchange websites at <http://www.bseindia.com> and <http://www.nseindia.com>.
- ii) Any query/grievance connected with the voting by electronic means may be addressed to evoting@nsdlindia.co.in and toll free No. 1800222080 or contact Chief Financial Officer: Mr. Ashish Mahendrakar on his email id: ashish@melstar.com

**By order of the Board of Directors
For MELSTAR INFORMATION TECHNOLOGIES LIMITED**

**Sd/-
ASHISH MAHENDRAKAR
DIRECTOR**

**Place: Mumbai
Date: 04.09.2017**