



AKM LACE AND EMBROTEX LIMITED

CIN: L17291DL2009PLC196375

Regd. Office: IX/6024, Ram Gali, Subhash Mohalla, Gandhi Nagar, Delhi-110031

Corp. Office: 328-329, RG Complex-II, Plot No.5, Sector-14, Rohini, Delhi-110085

Tel: 011-49856126, 9899173704 | E-mail: akmlace@gmail.com | website: www.akmlace.com

NOTICE is hereby given that the **Twelfth Annual General Meeting** of **AKM Lace and Embrotex Limited** will be held on **Tuesday, 28th September, 2021** at **09:30 A.M.** at **314, R.G. Mall, Sector-9, Rohini, Delhi-110085** to transact the following business:

Ordinary Business:

1. Adoption of Audited Financial Statements

To receive, consider and adopt the audited financial statements of the company for the year ended March 31, 2021 i.e. Balance Sheet as on March 31, 2021, the Statement of Profit and Loss Account, Cash Flow Statement for the year ended on March 31, 2021 along with the reports of the Board of Directors and the Auditors thereon.

2. Re-Appointment of Mrs. Purva Mangal as Whole-Time Director, whose office liable to retire by rotation

To re-appoint Mrs. Purva Mangal (DIN: 02816099) who retires by rotation at this Annual General Meeting and being eligible, offers herself for re-appointment.

By the Order of the Board of Directors
For AKM Lace and Embrotex Limited

Place: New Delhi

Date: 02.09.2021


Firdaus
Company Secretary
M. No.: 64896

Notes:

1. Proxy/Authorized Representative

- i. A member entitled to attend and vote at the Annual General Meeting ("AGM") is entitled to appoint a proxy to attend and vote in the meeting instead of himself/herself and such proxy need not be a member of the company. The instrument appointing proxy (Proxy Form), in order to be effective must be deposited at the registered office of the company, not less than forty-eight (48) hours before the commencement of the Annual General Meeting ("AGM"). Proxy Form is enclosed with the Notice. Members are requested to note that a person can act as proxy on behalf of the members not exceeding 50 (Fifty) and holding in aggregate not more than ten (10) percent of the total share capital of the Company carrying voting rights. However, a member holding more than ten (10) percent, of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or member.

A member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, during the period beginning 24 hours before the time fixed for the commencement of the AGM and ending with the conclusion of the AGM, provided that not less than 3 days of notice in writing is to be given to the Company.

- ii. Corporate Members intending to send their Authorized Representatives to attend the AGM are requested to send a certified copy of the Board Resolution to the Company, authorizing their representative to attend and vote on their behalf at the Meeting.

iii. Members/Proxies/Authorized Representatives should bring the duly filled Attendance Slip enclosed herewith to attend the meeting.

iv. In case of joint holders attending the AGM, only such joint holder who is higher in the order of names will be entitled to vote.

2. Book Closure

Register of Members and Share Transfer Books of the Company will remain closed from 22nd September, 2021 to 28th September, 2021 (both days inclusive) for the purpose of AGM.

3. Cut-off Date

i. This Notice is being sent to all the members whose name appears as on 27th August, 2021 in the register of members or beneficial owners as received from **M/s Skyline Financial Services Private Limited, the Registrar and Share Transfer Agent** of the Company.

ii. A person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on **21st September, 2021** ("**Cut-off Date**") only shall be entitled to vote through Remote E-voting and at the AGM. The voting rights of Members shall be in proportion to their share of the paid-up equity share capital of the Company as on the Cut Off date.

5. Communication to Members

i. The Notice of the AGM along with the Attendance Slip and Proxy Form, and a Copy of Annual Report are being sent by electronic mode to all members whose email addresses are registered with the Company/Depository Participant(s) unless a member has requested for a hard copy of the same and also to the Auditors and Directors of the Company. For members who have not registered their email addresses, physical copies of the abridged Annual Report along with aforesaid documents are being sent by the permitted mode.

ii. Abridged and full version of the Annual Report and notice of AGM will also be available on the website of the Company i.e. the web link of the above is www.akmlace.com and at the website of NSDL. Hard copies of the full annual reports will be sent to those shareholders who will request the same.

iii. All the documents referred to in the accompanying notice and Register of Directors and Key Managerial Personnel and their Shareholding will be open for inspection at the registered office of the Company on all working days except Saturdays and Sunday, between 11.00 a.m. to 1.00 p.m. up to the date of Annual General Meeting.

iv. In case you have any query relating to the enclosed annual accounts you are requested to send the same to the Company Secretary at the Registered office of the Company or on E-mail Id "akmlace@gmail.com" at least 10 days before the date of AGM so as to enable the management to keep the information ready.

v. In order to implement the Green Initiatives of the Government, whereby Companies have now been allowed to send/serve notice(s)/document(s)/Annual Report(s) etc, to their members through electronic mode, your Company hereby requests all its members to register their email ID with the Registrar and Transfer Agent (in case of Physical holding) and with the Depository Participant (in case of Dematerialized holding), if not yet provided, to promote Green Initiative.

6. The voting for the agenda items as mentioned in the Notice shall be done in the following manner:

i. Members may cast their votes through electronic means by using an electronic voting system from a place other than the venue of AGM ("Remote E-voting") in the manner provided below during the e-voting period as mentioned below in Para 6(A)(I).

ii. At the venue of AGM, voting shall be done through ballot papers ("Ballot Paper") and the members attending AGM who have not casted their vote by Remote E-voting shall be entitled to cast their vote through Ballot Paper.

