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কলকাতা, বৃহস্পতিবার, ২২ অক্টোবর ২০২০

Kolkata • Thursday • October 22, 2020  
Arthik Lipi, Page 9

**TOPLIGHT COMMERCIALS LIMITED**

CIN:L51909WB1985PLC039221

7A, Bentinck Street, Kolkata - 700 001

**NOTICE**

NOTICE is hereby given that the 35th Annual General Meeting of M/s. Toplight Commercial Limited will be held at the registered office of the Company at 7A, Bentinck Street, 1st Floor, Room No. 105, Kolkata - 700 001 on Wednesday, the 11th November, 2020 at 11.00 a.m.

The Notice of the Meeting and the Explanatory Statement along with the Audited Financial Statement, Report of the Board of Directors and the Auditors' Report for the Financial Year 31st March, 2020 has been sent to all the members, directors and auditors of the Company through E-mail and/ or by courier at their registered address and the dispatch of the same by registered E-mail and / or by courier has been completed on 17th October, 2020.

Members are hereby informed that in compliance with the provisions of Section 108 of the Companies Act, 2013 (Act) read with Rule 20 of the Companies (Management and Administration) Rules, 2014 Rules as amended from time to time and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR), the Company is providing its members the facility to exercise their right to vote at the 35th Annual General Meeting by electronic means and the business may be transacted through the e-voting services(remote e-voting) provided by Central Depository Services Limited(CDSL).

The instructions for e-voting are given in the notice of the AGM. Members are requested to note the following:

- The remote E-voting will commence on Sunday, 08th November, 2020 at 9:00 a.m. and will end on Tuesday, 10th November, 2020 at 5:00 p.m. The E-voting period shall be disabled by CDSL for voting thereafter and Members will not be allowed to vote electronically beyond the said date and time.
- The voting rights of the shareholders(for voting through remote e-voting or by Poll paper at the meeting) shall be in proportion to their shares as on the Cut-Off date 04th November, 2020. A person whose name is recorded in the Register of Members or in the register of beneficial owners maintained by the Depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM.
- Any person who acquires shares of the Company and becomes member of the Company after the dispatch of the AGM notice and holds shares as on the cut-off date, i.e. 04th November, 2020 may obtain the login-id and password by sending a request at [www.evotingindia.com](http://www.evotingindia.com).
- Facility of voting through Poll paper shall also be made available at the meeting. Members attending the meeting, who have not already cast their vote by remote e-voting shall be able to exercise their right at the meeting.
- Members who have cast their vote by remote e-voting prior to the Meeting may also attend the meeting, but shall not be entitled to vote again at the AGM.

A copy of the AGM notice is available on the website of the CDSL at [www.evotingindia.com](http://www.evotingindia.com).

In case of any queries/grievances relating to voting by electronic means, the Members/Beneficial Owners may contact at the following address:

Name : Arghya Majumder  
Designation : Assistant Manager  
Address : 22, Camac Street, Kolkata-16  
E-mail Id : [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)  
Phone Number : 18002005533/033-22821361

**Book Closure**

Pursuant to Section 91 of the Act, 2013 read with the Rules and Regulation 42 of LODR, the Register of Members and Share Transfer Books for equity shares of the Company will remain closed from Thursday, 05th November, 2020 to Wednesday, 11th November, 2020 (both days inclusive), for the purpose of Annual General Meeting(AGM).

Place : Kolkata  
Date : 17.10.2020

For Toplight Commercial Limited  
Udit Gupta - Director (DIN-00741483)

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