



# SYNCOM FORMULATIONS (I) LTD.

Regd. Off.: 7, Niraj Industrial Estate, Off Mahakali Caves Road, Andheri (E), MUMBAI - 400 093  
E-mail: info@sfil.in, Web: www.sfil.in - CIN: L24239MH1988PLC047759

## NOTICE OF AGM, E-VOTING AND BOOK CLOSURE

**NOTICE** is hereby given that the **28th Annual General Meeting (AGM)** of the Company will be held on **Friday 30th September, 2016** at The Supremo Activity Centre & Matoshri Sports Complex, Jogeshwari Vikhroli Link Road Andheri (East), Mumbai - 400093 at 4.30 P.M. to transact the Businesses, as set out in the Notice of AGM;

Electronic copies of the Notice of AGM and Annual Report for 2015-16 have been sent to all the members whose email IDs are registered with the Company/Depository Participant(s). The same is also available on the Company's website [www.sfil.in](http://www.sfil.in). Physical copies of the same have been sent to all other members at their registered address in the permitted mode.

### **Members please note that:**

Members holding shares either in physical or in dematerialized form, as on the **cut-off date of September 23, 2016** may cast their vote electronically on the resolutions as set out in the notice of AGM through remote-electronic voting system on National Securities Depository Limited (NSDL) from a place other than venue of AGM ("Remote E-voting"). All the members are informed that:

**I. The remote e-voting shall commence on 26th Sept., 2016 at 9:00 A.M. [IST] and shall end on 29th Sept., 2016 at 5:00 P.M. [IST]**

II. A person, who acquires shares and becomes shareholder of the Company after dispatch of the notice and holding shares as of the cut-off date can do remote e-voting by obtaining the login-id and password by sending an e-mail to [finance@sfil.in](mailto:finance@sfil.in) or [ankit\\_4321@yahoo.com](mailto:ankit_4321@yahoo.com) or [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) by mentioning their Folio No./DP ID and client ID No. However, if such shareholder is already registered with NSDL for remote e-voting then existing user-id and password can be used for casting your vote.

a) the remote e-voting module shall be disabled by NSDL after the aforesaid date and time for voting and once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently;

b) the facility for voting through ballot paper shall be made available at the AGM;

c) the members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again; and

d) 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 facility of remote e-voting as well as voting at the AGM through ballot paper;

III. For detailed instructions pertaining to e-voting, members may please refer to the section "NOTES" in notice of the AGM. In case of queries or grievances pertaining to e-voting procedure, shareholders may refer the FAQs for shareholders and e-voting user manual for shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or may contact to:

**National Securities Depository Limited** : Mr. Rajeiv Ranjan, Assistant Manager, Tel.: 022-24994262, E-mail: [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in), **Ankit Consultancy Pvt. Ltd.** : Mr. Saurabh Maheshwari, CS, Tel.: 0731- 4281333 / 4065797, E-mail: [ankit\\_4321@yahoo.com](mailto:ankit_4321@yahoo.com).

**Syncom Formulations (India) Limited** : Ms. Nafisa Vakil, CS & Compliance Officer, Tel.: 022-30887744 / 0731-3046870, E-mail: [info@sfil.in](mailto:info@sfil.in), [finance@sfil.in](mailto:finance@sfil.in)

**Further Notice is given** that pursuant to Regulation 42 of the SEBI (LODR) Regulations, 2015 and Section 91 of the Companies Act, 2013 that the Register of Members & Share Transfers Books of the Company will remain closed from **Monday, September 26, 2016 to Friday, September 30, 2016** (both days inclusive) for the purpose of the above said AGM of the Company and to ascertain the eligibility to participate in the distribution of dividend for the year 2015-16 subject to the approval of members at the forthcoming annual general meeting on 30.09.2016.

**FOR SYNCOM FORMULATIONS (INDIA) LIMITED**

Place : Indore  
Date : 03/09/2016

36/-  
**Ms. Nafisa Vakil**  
Company Secretary & Compliance Officer



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**National Securities Depository Limited** : Mr. Rajeev Ranjan, Assistant Manager, Tel.: 022-24994262, E-mail: [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in). **Ankit Consultancy Pvt. Ltd.** : Mr. Saurabh Maheshwari, CS, Tel.: 0731- 4281333 / 4065797, E-mail: [ankit\\_4321@yahoo.com](mailto:ankit_4321@yahoo.com).

**Syncom Formulations (India) Limited** : Ms. Nafisa Vakil, CS & Compliance Officer, Tel.: 022-30887744 / 0731-3046870, E-mail: [info@sfil.in](mailto:info@sfil.in), [finance@sfil.in](mailto:finance@sfil.in)

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Company Secretary & Compliance Officer

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