NOTICE OF ANNUAL GENERAL MEETING

NOTICE is hereby given that the **Thirty Fifth Annual General Meeting** (AGM) of **Suchitra Finance & Trading Co. Ltd.** will be held at its registered office of the Company at B/306-309, Dynasty Business Park, Opp. Sangam cinema, A. K. Road, Andheri (E), Mumbai (M.H.) - 400059 on Friday, the **28th September, 2018** at 11:00 a.m. to transact, with or without modification(s) the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Financial Statements of the Company consisting of the Balance Sheet as at **March 31st, 2018**, the Statement of Profit and Loss and Cash Flow Statement for the year ended on that date and the Explanatory Notes annexed to, and forming part of, any of the said documents together with the reports of the Board of Directors and the Auditors thereon.
2. To confirm the payment of final dividend of Rs. 1.20/- per equity share for the financial year ended 31st March, 2018.
3. To appoint a Director in place of **Mr. Vinod Kumar Sodani (DIN : 00403740)** who retires by rotation and being eligible, offers himself for re-appointment.
4. To consider and if thought fit, to pass, the following resolution as **Ordinary Resolution:**

   "RESOLVED THAT pursuant to the provision of Section 139 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) rules, 2014, as amended from time to time, Chartered Accountants, Mumbai be and is hereby appointed as Statutory Auditors of the Company to hold office from the conclusion of 35th Annual General Meeting until the conclusion of the 40th Annual General Meeting to be held for the financial year ending 31st March, 2023 (Subject to ratification by the members at every AGM held after this AGM) and to audit the financial statement of the Company for the financial year 2018-19 to 2022-23 at such remuneration as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors."

SPECIAL BUSINESS:

5. To consider and if thought fit, to pass with or without modification(s), if any, the following resolution as **Special Resolution:**

   "RESOLVED THAT pursuant to the provisions of Section 180(1)(c) of the Companies Act, 2013 (including any statutory modification or re-enactment thereto from time to time) and other applicable provisions, Articles of Association of the Company and subject to such approvals, consents, sanctions and permissions as may be necessary, the consent of the Company be and is hereby accorded to the Board of Directors of the Company (hereinafter called "the Board") to borrow from time to time of such sum(s) of money(ies), secured or unsecured, as it may deem requisite, notwithstanding that money(ies) to be borrowed together with the money(ies) already borrowed by the Company (apart from temporary loans obtained from the Company's bankers in the ordinary course of business) would exceed the aggregate of the paid up share capital of the Company and its free reserves, provided that the total amount up to which money(ies) may be borrowed shall not exceed the sum Rs. 500 crore (Rupees Five Hundred Crore Only) outstanding at any point of time.

   RESOLVED FURTHER THAT the Board, any Director or any Person(s) as may be authorized by the Board be and are hereby severally authorized to take such actions and steps to sign all such forms and returns and other documents and to do all such acts, deeds and things as may be necessary to give effect to the above resolution."

6. To consider and if thought fit, to pass with or without modification(s), if any, the following resolution as Special Resolution:

   "RESOLVED THAT pursuant to the provisions of Section 186 and other applicable provisions, if any, of the Companies Act, 2013 and the Rules made thereunder (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), consent of the Company be and is hereby given to the Board of Directors of the Company ("Board"), any Director of the Company ("Director") and/or any person(s) as may be authorized by Board ("Authorized Person(s)") to make any loan(s) to any person(s) and/or body corporate(s), give any guarantee(s) and/or provide security in connection with a loan(s) to any body corporate(s) and/or any other person(s) and/or acquire by way of subscription, purchase or otherwise the securities of any body corporate(s), provided that the principal amount of such loan(s) made /to be made by the Company, the loan(s) for which the guarantee(s) and/or security have been/will be provided by the Company and/or such investment(s) by the Company shall not exceed Rs. 500 crore (Rupees Five Hundred Crores Only) in the aggregate, notwithstanding that such loan(s), guarantee(s), security and/or the investments made/provided and/or to be made/provided by the Company shall be in excess of any or all the limits specified in, inter alia, sub-section (2) of the said section 186 and proviso's thereto.

   RESOLVED FURTHER THAT the Board, the Director and/or the Authorized Person(s) be and are hereby severally authorized to take from time to time all decisions and steps necessary, expedient or proper, in respect of the loan(s) to be made, guarantee(s) and/or security to be given in connection with loan(s) to any body corporate(s) and/or any other person(s) and/or the investments to be made including the timing, the amount and other terms and conditions of such transactions and also to take all other decisions including varying any of them, either in part or in full, as it/he/she may, in its/her/his absolute discretion, deem appropriate, subject to the limits specified above, take such actions and steps, including delegation of authority, as may be necessary and to settle all matters arising out of and thereto, and to sign and

execute deeds, applications, agreements, undertakings, documents, amendments and/or writings that may be required, on behalf of the Company and generally to do all such acts, deeds, matters and things as may be necessary, proper, expedient or incidental for giving effect to this resolution."

7. To consider and if thought fit, to pass, with or without modification(s), the following resolution as an Special Resolution:

   "RESOLVED THAT pursuant to the provisions of Sections 196, 197, 198, 203 and other applicable provisions of the Companies Act, 2013 read with Schedule V and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), consent of the Company be and is hereby accorded to the re-appointment of Mrs. Anjana Soni Thakur (DIN: 00401469) as Whole Time Director of the Company for a period of 5 (five) years with effect from 01st June, 2018 upto 31st May, 2023 at a remuneration of Rs. 2,00,000/- (Rupees Two Lakhs) per month for this financial year and same will be increase subject to approval of board of directors of the Company as and when required, Mrs. Anjana Soni Thakur is liable to retire by rotation.

   RESOLVED FURTHER THAT any member of the Board be and is hereby severally authorized to do all acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution."

For and on behalf of Board of Directors
For Suchitra Finance & Trading Co. Ltd.

Vinod Kumar Sodani
Chairman
(DIN: 00403740)

Date: 01st September, 2018
Place: Mumbai

CIN: L65910MH1981PLC234305

REGISTERED OFFICE:
B/306-309, Dynasty Business Park,
Opp. Sangam cinema,
Andheri (E), Mumbai - 400059
Email id: suchitra@sangamgroup.com,
website: www.sftc.co.in

NOTES:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT ONE OR MORE PROXIES TO ATTEND AND VOTE INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY.**

   THE INSTRUMENT APPOINTING A PROXY SHOULD HOWEVER BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY DULY COMPLETED NOT LESS THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING.

   Pursuant to the Provision of Section 105 of the Companies Act, 2013 and rules framed there under, a person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten 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 a proxy for any other person or shareholder.

2. The business set out in the Notice will be transacted through electronic voting system and the Company is providing facility for voting by electronic means. Instructions and other information relating to e-voting are given in this Notice under Note No. 19. The Company will also send communication relating to remote e-voting which inter alia would contain details about User ID and password along with a copy of this Notice to the members, separately.

3. The Statement pursuant to Section 102(1) of the Companies Act, 2013 with respect to the special business set out in the Notice is annexed.

4. Corporate members intending to send their authorized representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send to the Company a certified copy of the relevant Board Resolution together with their respective specimen signatures authorizing their representative(s) to attend and vote on their behalf at the Meeting.

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

6. A statement giving the details of the Directors seeking appointed / reappointed, nature of their expertise in specific functional areas, names of the companies in which they hold directorships, memberships / chairmanships for Board / Committees, shareholding and relationship between Directors inter-se as stipulated in Regulation 36 of the SEBI (Listing obligation and Disclosure Requirements), 2015 are provided in the Annexure.

7. Pursuant to Regulation 42 of the SEBI (Listing obligation and Disclosure Requirements), 2015, The Register of Members & Share Transfer Books will be closed from Saturday, 22nd September, 2018 to Friday, the 28th September, 2018 (both days inclusive).

8. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Members holding shares in electronic form are, therefore, requested to submit their PAN to the Depository Participants with whom they maintain their De-mat accounts. Members holding shares in physical form should submit their PAN to the Registrar /Company.

9. Members desirous of seeking any information concerning the Accounts of the Company are requested to address their queries in writing to the Company at least seven days before the date of the meeting so that the requested information can be made available at the time of the meeting.

10. Members / Proxies are requested to please bring their copies of the Annual Report to the meeting.

11. The Company's shares are listed on BSE Limited and The Calcutta Stock Exchange Ltd.

12. Members holding shares in physical form are requested to notify immediately any change in their address with PIN CODE to the Registrar and Transfer Agent of the Company at the address given below AND in case their shares are held in De-mat, this information should be passed on directly to their respective Depository Participants and not to the Company.

    M/s. Niche Technologies Private Limited
    D-511, Bagree market, 5th Floor,
    71 B.R.B. Basu Road, Kolkata- 700 001
    Tel: 033-2234-3576
    Email: nichetechpl@nichetechpl.com

13. Members/Proxies holding their Shares in Physical mode are requested to fill the enclosed attendance slip and handover the same at the entrance with signature. In the absence thereof, they may not be admitted to the meeting venue.

14. Members who are holding shares in dematerialized form are requested to bring their Client ID and DP ID numbers for easy identification at the meeting.

15. In all correspondence with the Company, members are requested to quote their Folio Number and in case their shares are held in De-mat form, they must quote their DP ID and Client ID Number.

16. **Members who have not registered their e-mail addresses so far, are requested to register their e-mail address for receiving all communication including Annual Report, Notices, Circulars, etc. from the Company electronically.**

17. The Dividend on Equity Shares, if declared at the Annual General Meeting of the Company will be payable on or after 03rd October, 2018 to those Share holders:

    (a) Whose names appear as member in the Register of Member of the Company after giving effect to valid share transfers in physical form lodged with the Company / Registrar and Transfer Agent on or before 21st September, 2018.

(b) Whose names appear as Beneficial Owners in the List of Beneficial Owners on 21st September, 2018 furnished by National Securities Depository Limited (NSDL) and Central Depository Service (India) Limited (CDSL) for this purpose.

18. (a) Members are informed that in order to avoid fraudulent encashment of Dividend warrants they should send to the Registrar and Transfer Agent of the Company at the address given above under the Signature of the Sole/First Joint holder the information relating to Name and Address of the Banker along with the PIN Code Number and Bank Account Number to print on the Dividend Warrants.

(b) Members desirous of availing the facility of Electronic Credit of Dividend are requested to send the ECS Form to the Registrar and Transfer Agent of the Company at the address given above.

(c) Members holding shares in dematerialized form and desirous to change or correct the bank account details should send the same immediately to the concerned Depository Participant. Members are also requested to give MICR Code to the Depository Participant.

19. VOTING THROUGH ELECTRONIC MEANS:

I. In compliance with provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company is pleased to provide members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by Central Depository Services (India) Limited (CDSL).

II. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. 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.

III. The process and manner for remote e-voting are as under:

(i) The remote e-voting period commences on **25th September, 2018 at 9:00 a.m. (IST)** and ends on **27th September, 2018 at 5:00 p.m. (IST)**. During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **21st September, 2018** may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.

(ii) The shareholders should log on to the e-voting website www.evotingindia.com during the voting period.

(iii) Click on "Shareholders" tab.

(iv) Now Enter your User ID

a. For CDSL: 16 digits beneficiary ID,

b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,

c. Members holding shares in Physical Form should enter Folio Number registered with the Company.

(v) Next enter the Image Verification as displayed and Click on Login.

(vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.

(vii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) • Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. • In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
DOB	Enter the Date of Birth as recorded in your demat account with the depository or in the company records for your folio in dd/mm/yyyy format.
Bank Account Number (DBD)	Enter the Bank Account Number as recorded in your demat account with the depository or in the company records for your folio. • Please Enter the DOB or Bank Account Number in order to Login • If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).

(viii) After entering these details appropriately, click on "SUBMIT" tab.

(ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password

field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

(x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

(xi) Click on the EVSN for the relevant Company name i.e. **SUCHITRA FINANCE & TRADING CO. LTD.** on which you choose to vote.

(xii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

(xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

(xiv) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.

(xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.

(xvi) You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.

(xvii) If demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

(xviii) Note for Institutional Shareholders & Custodians :

- Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to https://www.evotingindia.com and register themselves as Corporates.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
- After receiving the login details they have to create a compliance user which should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
- The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.

(xix) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com or contact them at 1800 22 5533

(xx) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. iPhone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively on or after 30th June 2016. Please follow the instructions as prompted by the mobile app while voting on your mobile.

20. Institutional Members/ Bodies corporate (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG format) of the relevant Board Resolution/Authority letter etc. together with attested specimen signature of the duly authorized signatory (ies) who are authorized to vote, through e-mail at suchitra@sangamgroup.com with a copy marked to helpdesk.evoting@cdslindia.com on or before **September 27th, 2018** upto 05:00 p.m. without which the vote shall not be treated as valid.

21. The voting rights of the shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of **21st September, 2018.** A person who is not a member as on cut off date should treat this notice for information purpose only.

22. The notice of the Annual General Meeting will be sent to the members, whose names appear in the register of members / register of beneficial owners maintained by depositories as at closing hours of business on **Friday, 17th August, 2018.**

23. The shareholders shall have one vote per equity share held by them as on the cut-off date of **21st September, 2018.** The facility of e-voting would be provided once for every folio / client id, irrespective of the number of joint holders.

24. Since the Company is required to provide members the facility to cast their vote by electronic means, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **21st September, 2018** and not casting their vote electronically, may only cast their vote at the Annual General Meeting.

25. Notice of the AGM along with attendance slip, proxy form

along with the process, instructions and the manner of conducting e-voting is being sent electronically to all the members whose e-mail IDs are registered with the Company / Depository Participant(s). For members who request for a hard copy and for those who have not registered their email address, physical copies of the same are being sent through the permitted mode.

26. Investors who became members of the Company subsequent to the dispatch/email of the Notice and holds the shares as on the cut-off date **21st September, 2018** are requested to send the written/email communication to the Company at suchitra@sangamgroup.com by mentioning their Folio No./DP ID and Client ID to obtain the Login-ID and Password for e-voting.
27. **M/s. R. Mahadeshwar & Co.**, (C.P. No. 13797) Practicing Company Secretary, Mumbai has been appointed as the Scrutinizer for providing facility to the member of the Company to scrutinize the e-voting process in a fair and transparent manner. The Scrutinizer, after scrutinizing the votes cast at the meeting through poll papers and remote e-voting, will not later than 48 hours of conclusion of the Meeting, makes a consolidated scrutinizer's report and submit the same to the chairman. The results declared along with the consolidated scrutinizer's report shall be placed on the website of the Company and on the website of the CDSL. The results shall also be immediately forwarded to BSE Limited and Calcutta Stock Exchange Ltd.
28. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website www.sftc.co.in and on the website of CDSL. The same will be communicated to the listed stock exchanges viz. BSE & CSE.
29. The Company has listed its shares on:
    i) BSE Limited, Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai - 400001.
    ii) The Calcutta Stock Exchange Ltd., 07, Lyons Range, Kolkata -700001.
30. The Listing Fees of these Exchanges have been paid regularly.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF COMPANIES ACT, 2013:

ITEM NO. 5:

Pursuant to the provisions of Section 180(1)(c) of the Companies Act, 2013 (the 'Act'), since notified, the Board can exercise such borrowing powers only with the approval of Members of the Company by way of Special Resolution.

It was considered desirable that the said borrowing limits of the Company be enhanced to Rs. 500 Crore (Rupees Five Hundred Crore Only). The resolution is accordingly recommended for approval as a Special Resolution under the Act.

None of the Directors, Key Managerial Personnel of the Company, and/or their relatives may be deemed to be concerned or interested in the proposed resolution.

ITEM NO. 6:

As per the provisions of Section 186 of the Companies Act, 2013, the Board of Directors of a Company can make any loan, investment or give guarantee or provide any security beyond the prescribed ceiling of i) Sixty per cent of the aggregate of the paid-up capital and free reserves and securities premium account or, ii) Hundred per cent of its free reserves and securities premium account, whichever is more, if special resolution is passed by the members of the Company.

As a measure of achieving greater financial flexibility and to enable optimal financing structure, this permission is sought pursuant to the provisions of Section 186 of the Companies Act, 2013 to give powers to the Board of Directors or any duly constituted committee thereof, for making further investment, providing loans or give guarantee or provide security in connection with loans to any body corporate or any person for an amount not exceeding Rs. 500 Crore (Rupees Five Hundred Crore Only).

The Directors expect that the proposed guarantee and security will not prejudice the interest of shareholders.

The Board recommends special resolution for your approval.

None of the Directors, Key Managerial Personnel of the Company, and/or their relatives may be deemed to be concerned or interested in the proposed resolution.

ITEM NO. 7:

In view of valuable contribution made by Mrs. Anjana Soni Thakur, Whole Time Director of the Company, the Nomination and Remuneration Committee at its meeting held on 30th May, 2018 recommended re-appointment of and payment of remuneration to Mrs. Anjana Soni Thakur.

The Board of Directors at its meeting held on 30th May, 2018 had approved the re-appointment and remuneration of Mrs. Anjana Soni Thakur as the Whole Time Director of the Company for a further period of 5 (five) years effective from 01st June, 2018 to 31st May, 2023 and approved the payment of remuneration to her of Rupees 2,00,000/- (Rupees Two Lakhs only) per month for this financial year subject to approval of the shareholders and the Central Government, if required, on terms and conditions as set out in the Agreement dated 30th May, 2018 entered into between the Company and Mrs. Anjana Soni Thakur and remuneration will increase in future subject to approval of board of directors of the Company.

The Board recommends special resolution for your approval.

Except Mrs. Anjana Soni Thakur, none of the Directors, Key Managerial Personnel of the Company, and/or their relatives may be deemed to be concerned or interested in the proposed resolution.

For and on behalf of Board of Directors
For Suchitra Finance & Trading Co. Ltd.

Vinod Kumar Sodani
Chairman
(DIN: 00403740)

Date: 01st September, 2018
Place: Mumbai

ANNEXURE TO THE NOTICE

Pursuant to Regulation 36(3) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and of Secretarial Standard - 2 (SS-2) issued by ICSI on General Meetings, the particulars of the aforesaid Directors seeking appointment/ re-appointment at the AGM are given below:

Name	**Mr. Vinod Kumar Sodani**	**Mrs. Anjana Soni Thakur**
Date of Birth	15th November, 1970	16th May, 1978
Date of Appointment	08th November, 2010	08th November, 2010
Qualification	Chartered Accountant (CA)	MBA from University of Phoenix, Boston
Experience in special functional area	Audit, Accounts, Treasury, capital markets, Corporate finance, Project finance and general management.	Risk management, System administration and Corporate Governance.
List of Directorship held in other companies	1. Sangam Energy Ltd. 2. Sangam Infratech Ltd. 3. Sangam (India) Ltd. 4. Hawamahal Finance Pvt. Ltd. 5. Sangam Lifestyle Ventures Ltd.	1. Sapatrishi Commercial Co. Ltd. 2. Khetan Tradelink Pvt. Ltd. 3. Sangam e-Com Ltd. 4. Sangam Capital Services Ltd. 5. Sangam Study Circle Pvt. Ltd.
Relationship with other Directors, Managers and KMPs	-	-
No. of Board Meetings attended during Financial Year 2017-18	7 (Seven) [out of 7 (seven) held]	7 (Seven) [out of 7 (seven) held]
Chairman/ Member of Committees of other Companies	Nil	Nil
No. of shares held in the Company	Nil	Nil

For and on behalf of Board of Directors
For Suchitra Finance & Trading Co. Ltd.

Vinod Kumar Sodani
Chairman
(DIN: 00403740)

Date: 01st September, 2018
Place: Mumbai

Suchitra Finance & Trading Co. Limited

REGISTERED OFFICE ADD.: B/306-309, Dynasty Business Park, Opp. Sangam Cinema, A. K. Road,
Andheri (E), Mumbai (M.H.) - 400059. | Phone No: 022-61115222 | Fax No: 022-28227865
CIN No.: L65910MH1981PLC234305 | Email Id:- suchitra@sangamgroup.com | Website: www.sftc.co.in

ATTENDANCE SLIP
THIRTY FIFTH ANNUAL GENERAL MEETING
Friday, September 28th, 2018

Registered Folio/ DP ID and Client ID	
Name and address of the Sole/ First Shareholder	
Joint Holder 1	
Joint Holder 2	

I/ We hereby record my /our presence at the **THIRTY FIFTH ANNUAL GENERAL MEETING** of the Company at B/306-309, Dynasty Business Park, Opp. Sangam Cinema, Andheri (E), Mumbai - 400059 on Friday, September 28th, 2018 at 11:00 a.m.

Member's folio /DP ID client ID No.	Member's /Proxy name in Block Letters	Members/Proxy Signature

NOTES:
1. Please complete the folio /DP ID/ Client ID No. and the name of the Member/ Proxy, sign this Attendance slip and hand it over, duly signed, at the entrance of the Meeting Hall.
2. Shareholder/ Proxy holder desiring to attend the meeting should bring his/ her copy of the Annual Report for reference at the meeting.

(Annexure to the Notice for the 35th Annual General Meeting of the Company to be held on 28th September, 2018)

Name & Registered Address of Sole/First named Member: _____

Joint Holders Name (If any) : _____

Folio No. / DP ID & Client ID : _____

No. of Equity Shares Held : _____

Dear Shareholder,

Subject: Process and manner for availing E-voting facility:

Pursuant to Provisions of Section 108 of the Companies Act, 2013, Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide E-voting facility to the members to cast their votes electronically on all resolutions proposed to be considered at the Annual General Meeting (AGM) to be held **Friday, the 28th September, 2018 at 11.00 a.m.** registered office of the Company at B/306-309, Dynasty Business Park, Opp. Sangam cinema, Andheri (E), Mumbai (M.H.) - 400 059 and at any adjournment thereof.

The Company has engaged the services of Central Depository Services (India) Limited (CDSL) to provide the e-voting facility. The e-voting facility is available at the link https://www.evotingindia.com.

The Electronic Voting Particulars are set out below:

EVSN (Electronic Voting Sequence Number)	User ID	PAN / Sequence No.
180824014		

The E-voting facility will be available during the following voting period:

Remote e-Voting Start On	Remote e-Voting End On
25th September, 2018 at 9:00 A.M. (IST)	27th September, 2018 at 5:00 P.M. (IST)

Please read the instructions mentioned in the Notice of the AGM before exercising your vote.

For and on behalf of the Board
For M/s Suchitra Finance & Trading Co. Ltd.

Place: Mumbai
Date: 01st September, 2018

Vinod Kumar Sodani
Chairman
(DIN: 00403740)

Encl: AGM Notice/Attendance Slip/Proxy Form/Annual Report

Suchitra Finance & Trading Co. Limited

REGISTERED OFFICE ADD.: B/306-309, Dynasty Business Park, Opp. Sangam Cinema, A. K. Road,
Andheri (E), Mumbai (M.H.) - 400059. | Phone No: 022-61115222 | Fax No: 022-28227865
CIN No.: L65910MH1981PLC234305 | Email Id:- suchitra@sangamgroup.com | Website: www.sftc.co.in

Form MGT-11

PROXY FORM

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

THIRTY FIFTH ANNUAL GENERAL MEETING (Friday, September 28th, 2018)

Name of the member (s) : _____

Registered address: _____

Email id: _____

Folio No./DP. ID Client ID _____

I/We, being the member (s) of _____ shares of the above named Company, hereby appoint

1. Name _____

Address: _____

E mail id: _____

Signature: _____ or failing him/her

2. Name _____

Address: _____

E mail id: _____

Signature: _____ or failing him/her

As my/or proxy to attend and vote (on a poll) for me/us and on my/our behalf at the **35th Annual General Meeting** of the Company, to be held on **Friday, September 28th, 2018 at 11:00 a.m.** at the registered office of the Company and any adjournment thereof in respect of the resolutions as are indicated below:-

Resolution No.	Description of Resolution	For	Against
Ordinary Business			
01	Adoption of the Audited Financial statement for the year ended 31st March, 2018 and reports of the Board of Directors and Auditors thereon.		
02	Declaration of dividend on equity shares of the Company for the financial year ended 31st March, 2018.		
03	Re-appointment of Mr. Vinod Kumar Sodani (DIN: 00403740), who retires by rotation.		
04	Appointment of M/s. S. S. Rathi & Co., Chartered Accountant (FRN: 108726W) as statutory auditors of the Company.		
Special Business			
05	Authorization to take approval of Borrowing Limit under Section 180(1)(c).		
06	Authorization to take approval of Loan & Investment under Section 186.		
07	Re-appointment of Mrs. Anjana Soni Thakur as a Whole Time Director of the Company for a period of 5 (five) years.		

Signed this _____ day of _____, 2018.

Affixed Revenue Stamp of Rs. 1

Signature of the shareholder: _____

Signature of the proxy holder _____

NOTE: A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED BE A MEMBER OF THE COMPANY. PROXIES IN ORDER TO BE EFFECTIVE MUST BE RECEIVED AT THE REGISTERED OFFICE OF THE COMPANY WITHIN 48 HOURS FROM THE COMMENCEMENT OF THE MEETING.

Form No. MGT- 12

Polling Paper

[Pursuant to section 109(5) of the Companies Act, 2013 and rule 21(1) (c) of the Companies (Management and Administration) Rules, 2014]

Name of the Company	:	**SUCHITRA FINANCE & TRADING COMPANY LIMITED**
Registered Office	:	B/306-309, Dynasty Business Park, Opp. Sangam Cinema, A.K. Road, Andheri (E), Mumbai (M.H.) - 400 059
CIN	:	L65910MH1981PLC234305

BALLOT PAPER
(To be returned to the Scrutinizer appointed by the Company)

Sr. No.	Particulars	Details
1.	Name (s) of the Member(s)	
2.	Registered Address of the Members	
3.	Registered Folio No/ DP ID/ Client ID:	

I/We hereby exercise my/our vote in respect of the following resolution(s) to be passed at the 35th Annual General Meeting of the Company to be held on **Friday, September 28th, 2018 at 11.00 a.m.** at B/306-309, Dynasty Business Park, Opp. Sangam Cinema, A.K. Road, Andheri (E), Mumbai (M.H.) - 400 059 in respect of the businesses as stated in the Notice dated September 01st, 2018 by conveying my / our assent or dissent to said resolution (s) by placing the tick (✓) mark in the box against the respective matters.

Sr. No.	Resolutions	No. of Shares held	I/We assent to the resolution (For)	I/We dissent to the resolution (Against)
Ordinary Business :				
1.	Adoption of the Audited Financial statement for the year ended 31st March, 2018 and reports of the Board of Directors and Auditors thereon.			
2.	Declaration of dividend on equity shares of the Company for the financial year ended 31st March, 2018.			
3.	Re-appointment of Mr. Vinod Kumar Sodani (DIN: 00403740), who retires by rotation.			
4.	Appointment of M/s. S. S. Rathi & Co., Chartered Accountant (FRN: 108726W) as statutory auditors of the Company.			
Special Business :				
5.	Authorization to take approval of Borrowing Limit under Section 180(1)(c).			
6.	Authorization to take approval of Loan & Investment under Section 186.			
7.	Re-appointment of Mrs. Anjana Soni Thakur as a Whole Time Director of the Company for a period of 5 (five) years.			

Place: Mumbai
Date:

Signature of the Member

FOR KIND ATTENTION OF SHAREHOLDERS

Dear Shareholders,

As per the provisions of Section 88 of the Companies Act, 2013 read with Companies (Management & Administration) Rules, 2014, the Company needs to update its 'Register of Members' to incorporate certain new details, as are required under the said provisions. Further, as per the "Green Initiative in the Corporate Governance" initiated by the Ministry of Corporate Affairs (MCA), vide its Circular No. 17/2011 dated 21/04/2011, the Company proposes to send all the notices, documents including Annual Report in electronic form to its members.

We, therefore request you to furnish the following details for updation of Register of Members and enable the Company to send all communication to you through electronic mode:

Folio No.	
Name of the Member	
Father's/Mother's/Spouse's Name	
Address (Registered Office Address in case the Member is a Body Corporate)	
E-mail Id	
PAN or CIN	
UIN (Aadhar Number)	
Occupation	
Residential Status	
Nationality	
In case member is a minor, name of the guardian	
Date of birth of the Member	

Place: Mumbai
Date:

Signature of the Member