



# AVAILABLE FINANCE LIMITED

## AVAILABLE FINANCE LIMITED

CIN: L67120MP1993PLC007481

Regd. Off.: "AGARWAL HOUSE" Ground Floor 5, Yeshwant Colony Indore (M.P.) 452003  
Website [www.availablefinance.in](http://www.availablefinance.in) , E-Mail: [cs@availablefinance.in](mailto:cs@availablefinance.in) , Contact:0731-4714000

### NOTICE OF 28<sup>TH</sup> AGM, E-VOTING AND BOOK CLOSURE

#### 1. ANNUAL GENERAL MEETING (AGM):

NOTICE is hereby given that the 28<sup>th</sup> Annual General Meeting (AGM) of the Members of the Company will be held on Wednesday, the 30<sup>th</sup> Day of September, 2020 at 12:30.P.M. through Video Conferencing /Other Audio Visual Means (VC/OAVM) to transact the Businesses, as set out in the Notice of AGM dated 19<sup>th</sup> August ,2020

In view of the COVID-19 Pandemic the AGM will be held through VC/OAVM in compliance with the applicable provisions of the Companies Act, 2013 read with Circular No. 14/2020 dated April 8, 2020, Circular No. 17/2020 dated April 13, 2020 and Circular No. 20/2020 dated May 5, 2020 issued by Ministry of Corporate Affairs and Circular No. SEBI/HO/CFO/CMDI/CIR/P/2020/79 dated May 12, 2020 issued by the Securities and Exchange Board of India (SEBI), permitting the holding of AGM through VC/OAVM without physical presence of members at a common venue. Members will be provided with a facility to attend the AGM through electronic platform provided by National Securities Depository Limited (NSDL)

#### 2. E-VOTING & PROCEDURE:

All the Members of the Company are informed that:

In compliance with Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time and Regulation 44 of SEBI (LODR) Regulations, 2015, members are provided with the facility to cast their vote on resolutions set forth in the Notice of AGM using electronic voting means (e-voting) provided by CDSL, the voting rights of the members shall be in proportion to their holding of shares in paid-up equity share capital of the Company as on 23<sup>rd</sup> September 2020 ('cut-off date').

Members holding their shares either in physical form or in dematerialized form, as on the cut-off date of 23<sup>rd</sup> September 2020 may cast their vote electronically on the resolutions as set out in the notice of AGM through remote e-voting and e-voting at AGM.

The remote e-voting shall commence on 27<sup>th</sup> September 2020 at 9:00 A.M [IST] and shall end on 29<sup>th</sup> September 2020 at 5:00 P.M [IST] after aforesaid period the portal shall forthwith be blocked and shall not be available for remote e-voting.

Those members, who shall be present in the AGM through VC/OAVM facility and had not cast their votes on resolutions through remote e-voting and are otherwise not barred from doing so, shall be eligible to vote thorough remote e-voting prior to the AGM may also attend the AGM/participate in through VC/OAVM but shall not be entitled to cast their vote again.

CS Ishan Jain, Proprietor of M/s Ishan Jain & Co., Company Secretaries, Indore (FCS 9978, CP 13032) has been appointed as the Scrutinizer for Scrutinizing the Remote E-voting process and E-Voting at the AGM in a fair and transparent manner.

Any persons, who acquires shares of the Company and becomes members of the company after notice has been sent electronically by the company and holds shares as of the cut-off date i.e. September 23<sup>rd</sup> , 2020, may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or our Share Transfer Agent M/s. Ankit Consultancy Private Limited, 60, Electronic Complex, Pardehsipura, Indore (M.P.) 452010. Tel: 0731-4281333, 0731-4065797/99, Fax 0731-4065798. Email [ankit\\_4321@yahoo.com](mailto:ankit_4321@yahoo.com). However, if a person is already registered with CDSL for e-voting then existing user ID and password can be used for casting vote.

In compliance with the above Circulars, electronic copies of the Notice of AGM and Annual Report for the financial year 2019-20 will be sent to all the Shareholders whose email addresses are registered with the Company/Depository Participant(s) on or before 05<sup>th</sup> September 2020 If you have not registered your email address with the Company/Depository Participant(s) you may please follow instructions for registering/updating your email addresses:

Physical Holding	Please send a request to the Company/Register and Share Transfer Agent providing Folio No., Name of Shareholder, Scanned Copy of the share certificate (front and back), self attested copy of PAN Card and Driving License, Election Identity Card and Passport (any one Document) for registering email address.
Demat Holding	Please contact your Depository Participate (DP) and register your email address and bank account details as per process advised by your DP.

Members may note that the Notice of 28<sup>th</sup> AGM and the Annual Report for the Financial Year 2019-20 will be available on the Company's website at [www.availablefinance.in](http://www.availablefinance.in) and website of the Stock Exchange i.e. BSE Limited at [www.bseindia.com](http://www.bseindia.com). The Notice of 28<sup>th</sup> AGM will also be available on the NSDL at [www.evoting.nsdl.com](http://www.evoting.nsdl.com).

**3. BOOK CLOSURE:**

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 24<sup>th</sup> September 2020 to 30<sup>th</sup> September 2020 (both day inclusive) for the purpose of the above said AGM of the Company.

The above information is being issued for the information and benefit of all the Members of the Company and is in compliance with the MCA Circulars and SEBI Circular.

**For, AVAILABLE FINANCE LIMITED**

**Place: Indore**  
**Date: 05.09.2020**

**SD**  
**RAKESH SAHU**  
**WHOLE TIME DIRECTOR & CFO**  
**DIN: 08433972**