



Rajco Metal Industries Pvt. Ltd.

CIN : U27100MH1983PTC029288

Works :

PLOT NO. C-4,
MURBAD INDUSTRIAL AREA,
M.I.D.C. MURBAD,
DIST. THANE INDIA
Tel. : (02524) 222382 / 222383
Fax : (02524) 224830

Manufacturers of :

**COPPER TUBES IN STRAIGHT
LENGTH & COIL FORM FOR
REFRIGERATION, AIR CONDITIONING,
GAS PIPING & PLUMBING**

19, ORIENTAL INSURANCE BLDG.,
31, DR. V. B. GANDHI MARG, FORT
MUMBAI - 400 023. INDIA.
Tel. : 2418 1856, 2416 6706
2284 3567, 2284 4817
Fax : 91-22-2416 6426
E-mail : rajco@rajcogroup.com
Website : www.rajcogroup.com

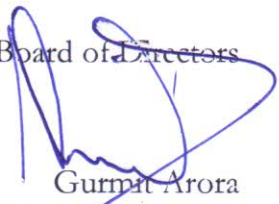
NOTICE

Notice is hereby given that 38th Annual General Meeting of Rajco Metal Industries Private Limited will be held on Tuesday, 31st December, 2020 at 12.30 p.m at 19, Oriental Insurance Bldg, 31, Dr. V. B. Gandhi Marg, Fort, Mumbai – 400 023, to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Balance Sheet of the Company as at 31st March, 2020, the statement of Profit & Loss and Cash Flow statement for the year ended on that date together with the Reports of the Directors' & Auditors' thereon.

On behalf of the Board of Directors


Gurmit Arora
Managing Director
DIN: 00139945

Date : 7th December, 2020

Place : Mumbai



ISO : 9001 : 2015 Certified

Notes:

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT PROXY TO ATTEND AND ON A POLL TO VOTE INSTEAD OF HIMSELF AND A PROXY NEED NOT BE A MEMBER OF THE COMPANY. A PERSON CAN ACT AS A PROXY ON BEHALF OF MEMBERS NOT EXCEEDING FIFTY (50) AND HOLDING IN THE AGGREGATE NOT MORE THAN TEN PERCENT OF THE TOTAL SHARE CAPITAL OF THE COMPANY. PROXIES IN ORDER TO BE EFFECTIVE, SHOULD BE DULY COMPLETED, STAMPED, AND MUST BE DEPOSITED AT THE CORPORATE OFFICE OF THE COMPANY NOT LESS THAN FORTY-EIGHT HOURS BEFORE THE TIME FOR COMMENCEMENT OF THE MEETING.
2. Members/Proxy Holders are requested to produce at the entrance, the attached Admission Slip for admission to the meeting hall. Duplicate attendance slips will not be provided at the hall.
3. In case of Joint Holders attending the meeting, only such joint holder who is higher in the order of names will be entitled to vote.
4. Pursuant to Rule 18(3) of the Companies (Management and Administration) Rules, 2014, you are requested to provide your email – id to facilitate easy and faster dispatch of Notices of the general meetings and other communications by electronic mode from time to time.
5. All documents referred to in the accompanying Notice are open for inspection at the Registered Office of the Company on all working days between 11.00 a.m. upto 3.00 p.m upto the date of the Annual General Meeting.

On behalf of the Board of Directors


Gurmit Arora
Managing Director
DIN: 00139945

Date : 7th December, 2020

Place : Mumbai

RAJCO METAL INDUSTRIES PRIVATE LIMITED

**19, ORIENTAL INSURANCE BLDG, 31, DR. V. B. GANDHI MARG, FORT,
MUMBAI – 400 023**

Tel : 022-2284 3567

CIN: U27100MH1983PTC029288

**FORM NO. MGT - 11
PROXY FORM**

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

CIN: U27100MH1983PTC029288

Name of the Company: Rajco Metal Industries Private Limited

Registered Office Address:

19, Oriental Insurance Bldg, 31, Dr. V. B. Gandhi Marg, Fort, Mumbai – 400 023

Name of the Member(s):	
Registered Address:	
E-mail ID:	
Folio No./ Client ID:	
DP ID:	

I/We being the Member(s) of _____ equity shares of Rs. 10/- each of above named Company, hereby appoint:

1	Name:	
	E-mail Id:	
	Address:	
	Signature:	

or failing him/her

2	Name:	
	E-mail Id:	
	Address:	

Signature:	
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as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 38th Annual General Meeting of the Company, to be held on Tuesday, the 24th day of December 2020 at 12:30 p.m at 19, Oriental Insurance Bldg, 31, Dr. V. B. Gandhi Marg, Fort, Mumbai – 400 023 and at any adjournment(s) thereof, in respect of the resolution/s, as indicated below:

Resolution Number	Resolution	Vote	
		For *	Against *
1	Approval of financial statements for the year ended 31 st March 2020		

Signed this day of2020

Affix a
Re.1/-
Revenue
Stamp

Signature of Member(s) :

.....
Signature of 1st Proxy holder

.....
Signature of 2nd Proxy holder

* Please Put a (✓) in the appropriate column against the resolution as indicated in the Box. If you leave all the columns blank against any or all the resolutions, your proxy will be entitled to vote in the manner as he/she thinks appropriate.

Notes:

1. This Form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the meeting.
2. A proxy need not be a Member of the Company.
3. In case the Member appointing proxy is a body corporate, the proxy form should be signed under its seal or be signed by an officer or an attorney duly authorised by it and an authenticated copy of such authorisation should be attached to the proxy form.
4. A person can act as proxy on behalf of such number 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. Further, 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 proxy for any other person or Member.
5. Appointing a proxy does not prevent a Member from attending the meeting in person if he/she so wishes.
6. In case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated

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MUMBAI – 400 023**

Tel : 022-2284 3567

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ATTENDANCE SLIP

Name of Shareholder:_____

Name of Proxy:_____

DP ID:		Client ID/Ben. A/C:	
Regd. Folio No.:		No. of shares held:	

I certify that I am a registered shareholder/proxy for the registered Shareholder of the Company and hereby record my presence at the 38th Annual General Meeting of the Company on Tuesday, the 31st day of December 2020 at 12:30 p.m at 19, Oriental Insurance Bldg, 31, Dr. V. B. Gandhi Marg, Fort, Mumbai – 400 023

Please (✓) in the box
MEMBER ☐ PROXY ☐

Member's/Proxy's Signature

Note: Please fill this attendance slip and hand it over at the entrance of the hall.