

# IMPEX SERVICES LIMITED

10, RAJA SANTOSH ROAD, KOLKATA - 700 027

Fax: 033 2236-5588, Phone: 033 2234-6946

Email: [impexservices07@gmail.com](mailto:impexservices07@gmail.com), Website: [www.impexservices.in](http://www.impexservices.in)

CIN: L74999WB1985PLC039281

**(ANNEXURE TO THE NOTICE FOR THE 30<sup>TH</sup> ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON WEDNESDAY, 30<sup>TH</sup> DAY OF SEPTEMBER, 2015 AT 11.00 A.M.**

1. Name & Registered Address  
Of Sole/First named Member :
  
2. Name of the Joint Holder(s)  
(If any) :
  
3. Registered Folio No. /  
DP ID & Client ID :
  
4. No. of Equity Shares Held :

Dear Shareholder,

**Subject : Process and manner for availing Remote 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 Clause 35B of the Listing Agreement, 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 on Wednesday, 30<sup>th</sup> Day of September, 2015 at 11.00 a.m. at 10, Raja Santosh Road, Kolkata – 700 027 and at any adjournment thereof.

The Company has engaged the services of National Services Depository Limited (NSDL) 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:

(Electronic Voting Event Number) EVEN	USER ID	Password / PIN

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

Remote e-Voting Start On	Remote e-Voting End On
27 <sup>th</sup> September, 2015 at 9:00 A.M. (IST)	29 <sup>th</sup> September, 2015 at 5:00 P.M. (IST)

Please read the instructions mentioned in the Notice of the Annual General Meeting before exercising your vote.

By Order of the Board  
**For Impex Services Limited**

**Vivek Agarwal**  
**Director**  
**DIN: 01678709**

Place : Kolkata  
Date :  
Encl: AGM Notice/Attendance Slip/Proxy Form

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## NOTICE

**NOTICE** is hereby given that the 30<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, 2015 at 10, Raja Santosh Road, Kolkata – 700 027 at 11.00 a.m. to transact the following businesses:

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2015, and the Reports of the Auditors and Directors thereon.
2. To appoint a Director in place of Mr. Parinay Kumar Sinha (holding DIN 00698816), who retires by rotation, and being eligible, seeks re-appointment as Director of the Company.
3. To appoint Statutory Auditors to hold office from the conclusion of the 30<sup>th</sup> AGM till the conclusion of the 35<sup>th</sup> AGM and to authorize the Board to fix their remuneration.

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

M/s. Subhash Kumar Agarwala & Co., Statutory Auditors of the Company, retire at the ensuing AGM and has shown their unwillingness to be re-appointed as Statutory Auditors of the Company due to their pre-occupancy. Accordingly, M/s. Virendra Surana & Co., Chartered Accountants (Firm's Regn. No. 319179E) of Swaika Centre, 4A Pollock Street, 3<sup>rd</sup> Floor, Room No. 308, Kolkata – 700 001 is proposed to be appointed as Statutory Auditors of the Company.

**“RESOLVED that** pursuant to the provision of Section 139, 141 and 142 of the Companies Act, 2013 and Rules made thereunder, including any statutory modification(s) or re-enactment thereof for the time being in force, and pursuant to the recommendations of Audit Committee, M/s. Virendra Surana & Co., Chartered Accountants (Firm's Regn. No. 319179E) of Swaika Centre, 4A Pollock Street, 3<sup>rd</sup> Floor, Room No. 308, Kolkata – 700 001, be and are hereby appointed as Statutory Auditors of the Company, to hold the office of Statutory Auditors from the conclusion of the 30<sup>th</sup> AGM till the conclusion of the 35<sup>th</sup> AGM (subject to ratification of appointment by the members at every AGM held after the 30<sup>th</sup> AGM).

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and are hereby authorized to fix the remuneration of M/s. Virendra Surana & Co., based on the recommendation of the Audit Committee, plus applicable service tax, as may be recommended by the Audit Committee.”

### SPECIAL BUSINESS:

4. **Appointment of Mrs. Shikha Sanjay Jain as an Independent Director.**

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

**“RESOLVED THAT** pursuant to the provisions of sections 149, 152 and other applicable provisions, if any, of the Companies Act, 2013 (hereinafter referred to as “the Act”), and the Rules made there under read with Schedule IV to the Act, including any statutory modifications and amendments thereof, Mrs. Shikha Sanjay Jain, who was appointed as an Additional Director (Non Executive category) of the Company with effect from 31<sup>st</sup> March, 2015, entitled to hold office up to the conclusion of the ensuing Annual General Meeting and whose term expires at this Annual General Meeting, and who has submitted a declaration to the effect that she meets the criteria of independence as provided under section 149(6) of the Act and in respect of whom the Company has received a notice in writing from a member under Section 160 of the Companies Act, 2013 signifying his intention to propose Mrs. Shikha Sanjay Jain as a candidate for the office of director of the Company, be and is hereby appointed as an Independent

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Director of the Company, not liable to retire by rotation, to hold office for a term of five consecutive years from the conclusion of the 30<sup>th</sup> Annual General Meeting till the conclusion of 35<sup>th</sup> Annual General Meeting or till such earlier date to conform with the policy on retirement and as may be determined by any applicable statutes, rules, regulations or guidelines thereto.”

Date : 28.05.2015

Place : Kolkata

By Order of the Board  
**For Impex Services Limited**

**Vivek Agarwal**  
**Director**  
**DIN: 01678709**

## NOTES:

1. The Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013, in respect of the Ordinary and Special Businesses, respectively, set out in the Notice is annexed hereto.
2. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY/ PROXIES TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF. SUCH A PROXY/ PROXIES NEED NOT BE A MEMBER OF THE COMPANY.**

**A PERSON CAN ACT AS 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 MUST BE RECEIVED BY THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE MEETING. A PROXY FORM IS SENT HERewith. PROXIES SUBMITTED ON BEHALF OF THE COMPANIES, SOCIETIES ETC., MUST BE SUPPORTED BY AN APPROPRIATE RESOLUTION/AUTHORITY, AS APPLICABLE.**

3. The Details of person seeking appointment/re-appointment as required by Clause 49 of the Listing Agreement entered into with the Stock Exchange are annexed hereto. The Directors seeking appointment/re-appointment have furnished the requisite consent and/or declaration for their appointment/re-appointment.
4. The Register of Members and Share Transfer Books of the Company will remain closed from 24<sup>th</sup> September, 2015 to 30<sup>th</sup> September, 2015 (both days inclusive).
5. The businesses set out in the notice will be transacted through remote e-voting and Voting through Ballot at the Annual General Meeting. Instructions and other information relating to e-voting are given in the notice under Note Number 21. 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.
6. Corporate members are requested to send to the Company, a copy of the Board Resolution, duly certified, authorizing their respective representatives to attend and vote at the Annual General Meeting.
7. A Member or his Proxy is requested to produce at the entrance of the Meeting Hall, attendance Slip forwarded to the member duly completed and signed by the member.
8. Members holding share in dematerialized form, are requested to bring their Depository Account No. and Client ID. No. for identification.
9. Members are requested to notify to the Company, change of address, if any, with pin code quoting reference of their folio number/DP ID and Client ID to our Registrar & Share Transfer Agent i.e. C B Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata – 700 019, Phone No. 033-2280 6692/93/94/2486, 4011-6700/6711/6717/6723, E-Mail ID: [rta@cbmsl.com](mailto:rta@cbmsl.com), Fax – 033 4011 6739.

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10. In case, the mailing address mentioned in this Annual Report is without the PIN CODE, members are requested to kindly inform their PIN CODE immediately.
11. Non- Resident Indian Shareholders are requested to inform the Company immediately:
  - a. the change in residential status on return to India for permanent settlement.
  - b. the particulars of NRE Bank Account maintained in India with complete name and address of the Bank, if not furnished earlier.
12. Pursuant to Section 72 of the Companies Act, 2013, members holding shares in physical form are advised to file nomination in the prescribed Form SH-13 with the Company's Registrar and Share Transfer Agent. In respect of shares held in electronic/ demat form, the members may please contact their respective depository participant.
13. Members who are holding shares in identical order or names in more than one folio are requested to send the Company/Registrar and Share Transfer Agent, the details of such folios together with the Share Certificates for consolidating their holdings in one such folio.
14. Members are requested to quote their Folio number/DP I.D. and Client I.D. in all correspondence.
15. Notice of the Annual General Meeting 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.
16. Electronic copy of the Annual Report for the Financial Year 2014-15, is being sent to all the members whose e-mail IDs are registered with the Company/Depository Participant(s) for communication purposes unless any member has requested for a hard copy of the same. For members who have not registered their email address, physical copies of the Annual Report for 2015 is being sent in the permitted mode.
17. The Notice of the 30<sup>th</sup> Annual General Meeting and the Annual Report for the Financial Year 2014-15 will also be available on the Company's website [www.impexservices.in](http://www.impexservices.in) for download. We, request shareholders to update their email address with their depository participant to ensure that the annual reports and other documents reaches them on their preferred email address. Shareholders holding shares in physical form may intimate us their e-mail address along with name, address and folio no. for registration at [impexservices07@gmail.com](mailto:impexservices07@gmail.com).
18. For any communication, the shareholders may also send requests or register their complaints, queries to the Company's e-mail ID designated for the investors: [impexservices07@gmail.com](mailto:impexservices07@gmail.com).
19. 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 the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company.
20. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, alongwith the Register of Contracts or Arrangements in which Directors are interested maintained under Section 189 of the Companies Act, 2013, will be available for inspection by Members at the AGM. Further, all the other documents referred to in the Notice, will be available for inspection at the Registered Office of the Company without any fee by the

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members during normal business hours on any working day between 10.00 a.m. to 6.00 p.m. upto the date of the AGM.

## 21. 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 Clause 35B of the Listing Agreement, 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 National Securities Depository Limited (NSDL).
- 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.
- III. 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.
- IV. The remote e-voting period commences on 27<sup>th</sup> September, 2015 (9:00 a.m.) and ends on 29<sup>th</sup> September, 2015 (5:00 p.m.). During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of 23<sup>rd</sup> September, 2015, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
- V. The process and manner for remote e-voting are as under:
  - A. In case a Member receives an email from NSDL [for members whose email IDs are registered with the Company/Depository Participants(s)] :
    - (i) Open email and open PDF file viz; "remote e-voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password/PIN for remote e-voting. Please note that the password is an initial password.
    - (ii) Launch internet browser by typing the following URL: <https://www.evoting.nsdl.com/>
    - (iii) Click on Shareholder - Login
    - (iv) Put user ID and password as initial password/PIN noted in step (i) above. Click Login.
    - (v) Password change menu appears. Change the password/PIN with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
    - (vi) Home page of remote e-voting opens. Click on remote e-voting: Active Voting Cycles.
    - (vii) Select "EVEN" of Impex Services Ltd.
    - (viii) Now you are ready for remote e-voting as Cast Vote page opens.

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- (ix) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- (x) Upon confirmation, the message "Vote cast successfully" will be displayed.
- (xi) Once you have voted on the resolution, you will not be allowed to modify your vote.
- (xii) Institutional shareholders (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, to the Scrutinizer through e-mail to [csniazahmed@gmail.com](mailto:csniazahmed@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

B. In case a Member receives physical copy of the Notice of AGM [for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy] :

- (i) Please follow all steps from Sl. No. (ii) to Sl. No. (xii) above, to cast vote.

- VI. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote e-voting user manual for Members available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990.
- VII. If you are already registered with NSDL for remote e-voting then you can use your existing user ID and password/PIN for casting your vote.
- VIII. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- IX. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 23<sup>rd</sup> September, 2015.
- X. Any person, who acquires shares of the Company and become member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 23<sup>rd</sup> September, 2015 may obtain the login ID and password by sending a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [impexservices07@gmail.com](mailto:impexservices07@gmail.com)

However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following toll free no.: 1800-222-990.

- XI. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.
- XII. 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 through ballot paper.
- XIII. **Mr. Niaz Ahmed, Company Secretary in Practice (Certificate of Practice Number 5965, Membership No.15555)** has been appointed for as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.

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- XIV. The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of "remote e-voting" for all those members who are present at the AGM but have not cast their votes by availing the remote e-voting facility.
- XV. The Scrutinizer shall after the conclusion of voting at the general meeting, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than three days of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- XVI. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company [www.impexservices.in](http://www.impexservices.in) and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing. The results shall also be immediately forwarded to the Calcutta Stock Exchange Ltd.
22. The voting rights of 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 23<sup>rd</sup> September, 2015**.
23. The shareholders shall have one vote per equity share held by them as on the cut-off date of 23<sup>rd</sup> September, 2015. 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 23<sup>rd</sup> September, 2015 and not casting their vote electronically, may only cast their vote at the Annual General Meeting.
25. Investors who became members of the Company subsequent to the dispatch of the Notice / Email and holds the shares as on the cut-off date i.e. 23<sup>rd</sup> September, 2015 are requested to send the written / email communication to the Registrar & Share Transfer Agent of the Company, i.e. C B Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata - 700 019, Phone No. 033-2280 6692/93/94/2486, 4011-6700/6711/6717/6723, E-Mail ID: [rta@cbmsl.com](mailto:rta@cbmsl.com), Fax - 033 4011 6739. by mentioning their Folio No. / DP ID and Client ID to obtain the Login-ID and Password for e-voting.
26. Mr. Niaz Ahmed, Company Secretary in Practice (Certificate of Practice Number 5965, Membership No.15555) has been appointed as the Scrutinizer to scrutinize the remote e-voting process and voting at the AGM in a fair and transparent manner. The Scrutinizer will submit, not later than 3 days of conclusion of the AGM, a consolidated Scrutinizer's Report of the total votes cast in favour or against, if any, to the Chairman of the Company or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
27. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website [www.impexservices.in](http://www.impexservices.in) and on the website of NSDL. The same will be communicated to the listed stock exchange; viz.: The Calcutta Stock Exchange Limited.

Date : 28.05.2015  
Place : Kolkata

By Order of the Board  
**For Impex Services Limited**

**Vivek Agarwal**  
Director  
DIN: 01678709

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## **EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013.**

### **Item Nos. 4.**

The Board of Director, based on the recommendation of the Nomination & Remuneration Committee of the Company appointed Mrs. Shikha Sanjay Jain as an Additional Director of the Company in compliance with section 149(1)(b) of the Companies Act 2013 read with applicable rules thereunder and clause 49(II)(A)(1) of Listing Agreement entered with the Stock Exchange on 31<sup>st</sup> March, 2015. She is holding office as an Independent Director of the Company. She is entitled to hold office as additional director up to the date of ensuing Annual General Meeting.

As per the Companies Act, 2013, the Company is required to appoint Independent Directors, including existing independent directors, for a fixed term and their office shall not be liable to be determined by retirement of directors by rotation. Accordingly, in compliance of Section 149, 150, 152 read with Schedule IV of the Companies Act, 2013 and clause 49 of the Listing Agreement, Mrs. Shikha Sanjay Jain is proposed to be appointed as an Independent Director of the Company to hold the office till the conclusion of 35<sup>th</sup> AGM. A notice has been received from a member proposing her candidature for the office of Independent Director of the Company.

Accordingly, it is proposed to appoint Mrs. Shikha Sanjay Jain as an Independent Director of the Company in accordance with Section 149 of the Companies Act, 2013, not liable to retire by rotation and to hold office till the conclusion of 35<sup>th</sup> AGM or till such earlier date to conform with the policy on retirement and as may be determined by any applicable statutes, rules, regulations or guidelines.

The Company has received from Mrs. Shikha Sanjay Jain (i) consent in writing to act as Director in prescribed Form DIR-2 pursuant to Rule 8 of the Companies (Appointment & Qualification of Directors) Rules, 2014; (ii) intimation in Form DIR-8 pursuant to Rule 14 of the Companies (Appointment & Qualification of Directors) Rules, 2014, to the effect that she is not disqualified under sub-section (2) of Section 164 of the Companies Act, 2013 and (iii) declaration that she meets the criteria of independence as provided in Section 149(6) of the Companies Act, 2013.

In the opinion of the Board, Mrs. Shikha Sanjay Jain fulfills the criteria of independence for her appointment as an Independent Director as specified in the Companies Act, 2013 and the Listing Agreement. She is independent of the management.

Copy of the draft letter of appointment setting out the terms and conditions of appointment of Mrs. Shikha Sanjay Jain will be available for inspection, without any fee, by the members at the Company's registered office during normal hours on working days up to the date of AGM.

Mrs. Shikha Sanjay Jain is interested in the resolutions set out respectively at Item No. 4 of the Notice with regard to her appointment.

Save and except as mentioned above, none of the other Directors, Key Managerial Personnel of the Company or their relatives are, in any way, concerned or interested, financially or otherwise, in resolutions set out respectively at Item No. 4 of the Notice.

The Board recommends the resolutions set forth in the Item No. 4 of the Notice for approval of the members.

Date : 28.05.2015  
Place : Kolkata

By Order of the Board  
**For Impex Services Limited**

**Vivek Agarwal**  
Director  
DIN: 01678709



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Form No-MGT-11

PROXY FORM

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

Name of the member(s):
Registered address:
E-mail Id:
Folio No./Client Id. :
DP 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;
- (2) Name:.....Address.....  
E-mail Id:.....Signature.....or failing him;
- (3) Name:.....Address.....  
E-mail Id:.....Signature.....

As my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 30<sup>th</sup> Annual General Meeting of the Company, to be held on Wednesday, the 30<sup>th</sup> day of September, 2015 at 11.00 a.m. at the Registered Office of the Company at 10, Raja Santosh Road, Kolkata – 700 027 and at any adjournment thereof of such resolutions as are indicated below:

Resolution No.	RESOLUTIONS	Optional*	
		For	Against
<b>Ordinary Business</b>			
1.	Adoption of Financial Statements for the year ended 31 <sup>st</sup> March, 2015.		
2.	Re-appointment of Mr. Parinay Kumar Sinha, who retires by rotation and being eligible, seeks re-appointment as Director of the Company		
3.	Appointment of M/s. Virendra Surana & Co., Chartered Accountants (Firm Registration. No. 319179E) as auditor of the Company and fix their remuneration.		
<b>Special Business</b>			
4.	Appointment of Mrs. Shikha Sanjay Jain, as an Independent Director		

Signed this.....day of.....2015  
Signature of shareholder.....  
Signature of Proxy holder(s).....

Affix  
Revenue  
Stamp not  
less than  
Re.1/-

**Note:**

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. For the resolutions, Explanatory Statement and Notes, please refer to the Notice of the 30<sup>th</sup> Annual General meeting.
3. \*It is optional to put a 'X' in the appropriate column against the Resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
4. Please complete all details including details of member(s) in above box before submission.

# IMPEX SERVICES LIMITED

10, RAJA SANTOSH ROAD, KOLKATA - 700 027

Fax: 033 2236-5588, Phone: 033 2234-6946

Email: [impexservices07@gmail.com](mailto:impexservices07@gmail.com), Website: [www.impexservices.in](http://www.impexservices.in)

CIN: L74999WB1985PLC039281

(To be handed over at the entrance of the Meeting Hall)  
**30<sup>th</sup> ANNUAL GENERAL MEETING - 30<sup>th</sup> day of September, 2015**  
**ATTENDANCE SLIP**

Folio No.: \_\_\_\_\_ DP ID No.: \_\_\_\_\_ Client ID No.: \_\_\_\_\_

Name of Member(s): \_\_\_\_\_

Name of the Proxyholder: \_\_\_\_\_

Registered Address: \_\_\_\_\_

Number of Shares Held: \_\_\_\_\_

I/We hereby record my/our presence of the 30<sup>th</sup> ANNUAL GENERAL MEETING of the Company held on Wednesday, the 30<sup>th</sup> day of September, 2015 at 11.00 a.m. at 10, Raja Santosh Road, Kolkata – 700 027.

\_\_\_\_\_  
**SIGNATURE OF THE MEMBER/REPRESENTATIVE/PROXY\***

**\*Strike out whichever is not applicable**

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