

# SUPERIOR FINLEASE LIMITED

Regd. Office: 116, Surya Kiran Building, 19 K.G.Marg, New Delhi- 110001

CIN . L74899DL1994PLC061995, Email Id: superiorfinlease@gmail.com

## NOTICE OF ANNUAL GENERAL MEETING

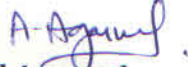
Notice is hereby given that the Annual General Meeting of the members of **SUPERIOR FINLEASE LIMITED** will be held at Flat no.116, Surya Kiran Building , 19 KG Marg, New Delhi-110001 on **Friday, the 30<sup>th</sup> day of September, 2016** at 01:00 P.M. to transact the following business :

### ORDINARY BUSINESS :

1. To receive, consider and adopt the audited Balance Sheet as at March 31, 2016, Statement of Profit and Loss, Cash Flow Statement for the period ended on that date and the Auditor's Report thereon and the Directors' Report thereto.
2. To appoint a Director in place of Mr. Manoj Goel (DIN-00629766), who retires by rotation and being eligible, offers himself for re- appointment.
3. To Re-appoint **M/s V.N. Purohit & Company, Chartered Accountants** as the Statutory Auditors of the Company and fix their remuneration and in this regard to consider and if thought fit, to pass with or without modification(s) the following resolution as **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provisions of Section 139 and other applicable provisions, if any, of the Companies Act, 2013 and the rules framed there under, as amended from time to time, **M/s V.N. Purohit & Company, Chartered Accountants, (Firm Registration No. 304040N)**, be and is hereby re-appointed as the Statutory Auditors of the Company, to hold office from the conclusion of this Annual General Meeting until the conclusion of the next Annual General Meeting (subject to annual ratification by the Members at the Annual General Meeting), at such remuneration recommended as may be finalized by the Board of Directors in consultation with the Statutory Auditors."

**By order of the Board of Directors  
Superior Finlease Limited**

  
**Anil Agarwal**  
**Director**  
**05<sup>th</sup> September, 2016**  
**Place: New Delhi**

## NOTES:

- A. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE AGM IS ENTITLED TO APPOINT ANOTHER PERSON AS A PROXY TO ATTEND ON HIS/HER BEHALF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY.

The appointment of proxy shall be in the Form annexed to this notice and in order to be effective should be duly stamped, complete and signed and must be deposited at the Registered Office of the Company not less than 48 hours before the time scheduled for holding the aforesaid meeting.

- B. Corporate members intending to send their authorised representatives to attend the AGM are required to send to the Company a certified true copy of the Board Resolution authorizing their representative to attend and vote at the AGM on their behalf.
- C. Members /Proxies attending the meeting are requested to bring their Copy of Annual Report to the Meeting.
- D. **Queries at the AGM:** Queries proposed to be raised at the Annual General Meeting may be sent to the Company at its Registered office at least Seven days Prior to date of AGM to enable the Management to compile the relevant information to reply the same in the Meeting.
- E. Members are requested to notify any change in their address/mandate/bank details immediately to the share transfer agent of the Company-M/s Skyline Financial services Pvt. Ltd.D-153/A, Okhla Industrial Area, Phase-1, New Delhi-110020
- F. The Securities and Exchange Board of India (SEBI) has mandated the submission of copy of PAN card to the Company/ Depository Participants as the case may be. Members holding shares in physical form should submit their PAN details to the Company/RTA.
- G. **Book closure:** The register of Members and Share transfer books of the Company will remain closed from 23<sup>rd</sup> September, 2016 (Friday) to 30<sup>th</sup> September, 2016 (Friday)(both days inclusive).
- H. **Inspection of Documents:** Documents referred to in the Annual General Meeting Notice are open for Inspection at the registered office of the Company at all working days except Saturdays between 11 A.M and 2 P.M up to the date of the Annual General Meeting.

I. Voting Through electronic means

- a. In Compliance with provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide Members facility to exercise their right to vote at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services provided by National Securities Depository Limited (NSDL).

**Instructions for E-voting are as under:**

1. The Notice of the Annual General Meeting (AGM) of the Company inter-alia indicating the process and manner of e-Voting is being sent to all the Members.
2. NSDL shall be sending the User ID and Password to those Members whose shareholding is in the dematerialized format and whose e-Mail addresses are registered with the Company/Depository Participants. For Members who have not registered their e-Mail address, can use the details as provided in this document.
3. Open email and open PDF file viz; "**Superior Finlease Limited** e-voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password /PIN for e-voting. Please note that the password is an initial password
4. Launch internet browser by typing the following  
URL:<https://www.evoting.nsdl.com>
5. Click on "Shareholder - Login".
6. Put User ID and password as initial password noted in step (1) above and Click Login.
7. Password Change Menu appears. Change the password with new password of your choice with minimum 8 digits/characters or combination thereof.
8. Home page of "e-Voting" opens. Click on e-Voting: Active Voting Cycles.
9. Select "EVEN" of (**Superior Finlease Limited**). Members can cast their vote online from September 27, 2016 (10:00 am) till September 29, 2016 (5:00 pm).

Note: e-Voting shall not be allowed beyond said time.

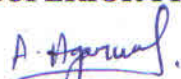
10. Now you are ready for "e-Voting" as "Cast Vote" page opens.
11. Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm", when prompted.
12. Upon confirmation the message "Vote cast successfully" will be displayed.
13. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
14. Institutional shareholders (i.e., other than Individuals, HUF, NRI etc.) are also 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 (superiorfinlease@gmail.com) with a copy marked to evoting@nsdl.co.in.

#### **General Instructions**

1. In case of any queries, you may refer the Frequently Asked Question (FAQs) for Shareholders and e-voting user manual for Shareholders available to the Downloads section of <https://www.evoting.nsdl.com>
2. You can also update your mobile number and e-mail id in the profile details of the folio which may be used for sending future communication(s).
3. The e-voting period commences on September 27, 2016 (10:00 A.M) and ends on September 29, 2016 (05:00 P.M). During this period Shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut off date (record date) of September 23, 2016 may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
4. 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 (record date) of September 23, 2016.
5. Since the Company is required to provide members facility to exercise their right to vote by electronic means, shareholders of the Company, holding either in physical form or in dematerialized form, as on the cut-off date of September 23, 2016 and not casting their vote electronically, may only cast their vote at the Annual General Meeting.

6. Mr. Amit Kumar, Practising Company Secretary (Membership No. 28804 ACS; C.P No. 16877) has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
7. The Scrutinizer shall immediately after the conclusion voting at the AGM, first count the voting cast at the meeting, thereafter unblock the votes cast through remote e-voting in the presence of at least two (2) witnesses not in the employment of the Company and make a Consolidated Scrutinizer's Report of the votes cast in favour or against, if any, and to submit the same to the Chairman of the AGM not later than three working days from the conclusion of the AGM.
8. The Results shall be declared forthwith after the submission of Consolidated Scrutinizer's Report either by Chairman of the Company or by any person authorized by him in writing and the resolutions shall be deemed to be passed on the AGM date subject to receipt of the requisite number of votes in favour of the Resolutions
9. The Results declared along with the Scrutinizer's Report(s) will be available on the website of the Company [www.superiorfinlease.com](http://www.superiorfinlease.com) and on the website of NSDL immediately after the declaration of the results by the Chairman.

**By order of the Board of Directors  
SUPERIOR FINLEASE LIMITED**

  
Anil Agarwal

**Director**

**Date: 05<sup>th</sup> September, 2016**

**Place: New Delhi**