



STERLING TOOLS LIMITED

CIN: L29222DL1979PLC009668

Regd. Office: Office No. 243 C-10, Regus Elegance, 2F Elegance Old Mathura Road, Jasola District Centre, New Delhi-110025

Corporate Office: Plot No. 4, DLF Industrial Estate, Faridabad-121003

E-mail: sterling@stlfasteners.com, Website: www.stlfasteners.com

Tel: 91 129 2270621-25 / Fax: 91 129 2277359

Notice of 40th Annual General Meeting (AGM), **Remote e-voting Information and Book Closure intimation**

Notice is hereby given that the 40th AGM of the members of the Company is scheduled to be held on **Friday, the 27th day of September, 2019** at 10:00 A.M. at **The Little Theatre Group (LTG) Auditorium**, Copernicus Marg, New Delhi-110001.

The Company has, on 2nd September, 2019 completed the dispatch of the physical copies of the Notice of 40th AGM, Annual Report containing Financial Statements of the Company for the year ended 31st March 2019 and the Reports of the Auditors and Directors alongwith the annexures and Report on Corporate Governance to the members who have not registered their e-mail address and also sent the same, through the electronic means to the Members whose e-mail IDs are registered with the Company/Depository Participants for communication purposes.

In compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and administration) Rules, 2014 as amended by the Companies (Management and Administration) Amendment Rules, 2015, the Company is pleased to provide remote e-voting facility to its Members enabling them to cast their vote electronically for all the resolutions as set in the AGM Notice. The Company has availed the remote e-voting services as provided by NSDL. The remote e-voting period commences on Tuesday, 24th September, 2019 at 09:00 A.M. and ends on Thursday, 26th September, 2019 at 05:00 P.M. The remote e-voting module shall be disabled for voting thereafter. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently. The voting rights of Members shall be as per the number of equity shares held by the members as on the cut-off date which is 20th September, 2019. The Notice has been sent to all the Members, whose names appeared in the Register of Members/Record of Depositories as on 30th August, 2019. Any person, who acquires shares of the Company and become Member of the Company after dispatch of the Notice and holding shares as on cut-off date i.e. 20th September, 2019 may follow the same instructions as mentioned for remote e-voting in the Notice. The Company shall provide the ballot paper for voting by the Shareholders present at the 40th Annual General meeting. Further, a member may participate in the 40th AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the Meeting. 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 in the AGM.

Members who have not received Notice and the Annual Report may download the same from the website of the Company i.e. www.stlfasteners.com and may download the Notice from the website of NSDL, i.e. www.nsdl.com.

Members are requested to read the instructions pertaining to remote e-voting as printed in the AGM Notice carefully. Any query /concern/grievances connected with voting by electronic means may be addressed to MAS Services Limited, T-34, 2nd Floor, Okhla Industrial Area, Phase-II, New Delhi-110020, Compliance Officer of the Company at the Company's corporate office at Plot No. 4, DLF Industrial Estate, Faridabad-121003 or e-mail at csec@stlfasteners.com or call at +91-129-2270621-25. The documents pertaining to the items of the business to be transacted in the AGM are open for inspection at the registered office of the Company during the normal business hours (9.30 a.m. to 5:00 p.m.) on all working days upto the date of AGM of the Company.

Pursuant to the provisions of Section 91 of the Companies Act, 2013 and Regulation 42 of the SEBI(Listing Obligations and Disclosure Requirements) Regulations 2015, the Register of Members and the Share Transfer books of the Company will remain closed from Saturday, 21st September, 2019 to Friday, 27th September, 2019 (Both days inclusive) for the purpose of the AGM.

By order of the Board
For Sterling Tools Limited

-Sd-

Vaishali Singh
Company Secretary

Place: New Delhi

Date: 03.09.2019

Size 12x15 cm