

SAPTAK CHEM AND BUSINESS LIMITED

Regd. Office: 3, Mohan Chamber, Beside Post Office, Dakor Kheda GJ 388225

Contact No.: + 919909996192 Website: www.saptakchem.com

Email id: info@saptakchem.com CIN: L24299GJ1980PLC101976

04th January, 2020

To,
BSE Limited
Ground Floor, P.J.Tower
Dalal Street,
Kala Ghoda,
Mumbai - 400 001

Scrip Code: 506906

Dear Sir/Madam,

SUB: - NOTICE OF BOARD MEETING

The meeting of the Board of Directors of the Company will be held on 10th January, 2020 at 11:00 a.m. at the Registered Office of the Company to transact the following business:

1. To appoint Mr. Rashmikant Mankodi as Company Secretary and Compliance officer of the Company.
2. Any other business with the permission of chair.

Please take the same on record.

Thanking you,

Yours faithfully,

For Saptak Chem and Business Limited


Jitendra Sharma
CFO