



ASIAN TEA & EXPORTS LTD.

ISO 9001:2008 COMPANY • HACCP CERTIFIED UNIT • GOVERNMENT RECOGNISED EXPORT HOUSE

4/1 Middleton Street, Kolkata - 700 071, India

Tel.: + 91 33 2287 9732 / 7334, 4006 3601 (15 lines), Fax : + 91 33 2280 3101

E-mail : info@asianteaexports.com, Website : www.asianteaexports.com

30th November 2020

To

Bombay Stock Exchange Limited PhirozeJeebhoy Towers Dalal Street, 25th Floor Mumbai- 400001 Script Code: 519532	Calcutta Stock Exchange Association Limited 7, Lyons Range Kolkata – 700001
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Sub: Intimation of Notice of Annual General Meeting and Annual Book Closure for AGM.

Dear Sirs,

NOTICE is hereby given that 34th Annual General Meeting of the Shareholders of Asian Tea & Exports Limited will be held at 7, Convent Road, Kolkata-700014 on Saturday, the 19th day of December, 2020, 10.00 A.M. to transact the business contained in the notice which, together with all other papers relevant to the aforesaid notice which are being sent to the members of the Company individually.

Pursuant to Section 91 of the Companies Act, 2013 read with relevant rules thereunder and Regulation 42 of the SEBI (Listing Obligation and Disclosure) Regulations, 2015, this is to inform you that the Register of Members and Share Transfer Books of the Company will remain closed from Sunday the 13th December, 2020 to Saturday 19th December, 2020 (both days inclusive) for the purpose of 34th Annual General Meeting, to be held on Saturday, the 19th day of December, 2020, 10.00 A.M. onwards at 7, Convent Road, Kolkata-700014.

Pursuant to 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 and Regulation 44 of the SEBI (Listing Obligation and Disclosure) Regulations, 2015, the Company is pleased to provide all its members the facility to exercise their vote at the aforesaid AGM by electronic means as an alternative to vote physically, on all resolutions set forth in the Notice.

Members of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date of 11th December, 2020, may cast their vote electronically. The remote e-voting period shall commence on 16th December, 2020 (9:00 am) and ends on 18th December, 2020 (5:00 pm). Remote E-voting shall not be allowed beyond 5.00 p.m. on 18th December, 2020.





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The Members are requested to intimate, quoting their folio number, the change of their address, if any, along with Pin Code Number immediately to the Registrars and Transfer Agent of the Company S.K Infosolutions Pvt. Ltd. 34/1A, Sudhir Chatterjee Street, Kolkata-700 006.

This is for your information and record.

Thanking You,

For Asian Tea & Exports Ltd
Asian Tea & Exports Ltd.


Director

Director

