



# HB LEASING AND FINANCE CO. LTD.

Regd. Office : Plot No .31, Echelon Institutional Area, Sector - 32, Gurgaon -122001 (Haryana)  
Ph. : 0124-4675500, Fax : 0124-4370985, E-mail : corporate@hbleasing.com  
Website : www.hbleasing.com, CIN No. L65910HR1982PLC034071

28<sup>th</sup> August, 2020

Listing Centre

The Listing Department  
BSE Limited,  
Pheroze Jeejeebhoy Towers,  
Dalal Street, Fort,  
Mumbai - 400 001

Company Code: 508956

Sub: - Information regarding AGM, Book Closure Date(s) and Remote e-voting Information (Cut-off Date)

Dear Sir / Madam,

This is to inform you that the 37<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on **Wednesday, 30<sup>th</sup> September, 2020 at 3.00 P.M. through Video Conferencing ('VC') / Other Audio-Visual Means ('OAVM')** pursuant to the Circular No. 14/2020 dated 08th April, 2020, Circular No.17/2020 dated 13th April, 2020, Circular No. 20/2020 dated 05th May, 2020 issued by the Ministry of Corporate Affairs and Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated 12th May, 2020 issued by the Securities and Exchange Board of India (SEBI) (hereinafter collectively referred to as "the Circulars").

Pursuant to Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with Section 91 of the Companies Act, 2013, the Register of Members and Share Transfer Books will remain closed from 24<sup>th</sup> September, 2020 to 30<sup>th</sup> September, 2020 (both days inclusive) for taking record of the members of the Company for the purpose of 37<sup>th</sup> AGM of the Company.

Scrip Code/Symbol	Type of Security	Book Closure (Both days inclusive)		Purpose
		From	To	
508956	Equity Shares	24 <sup>th</sup> September, 2020	30 <sup>th</sup> September, 2020	Annual General Meeting

In compliance with the provisions of Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and aforesaid Circulars, the Members are provided with the facility to attend AGM through Video Conferencing (VC) / Other Audio Visual Means (OAVM), to cast their vote electronically by Remote e-voting / e-voting during the meeting, through the Authorised Agency, **National Securities Depository Limited (NSDL)**.

The Members of the Company, holding shares either in physical form or dematerialised form, as on the **Cut-off date i.e. 23<sup>rd</sup> September, 2020** may cast their vote by Remote e-voting / e-voting during the meeting.

Commencement of Remote e-voting : From 09.00 A.M. on 27<sup>th</sup> September, 2020  
End of Remote e-voting : Up to 05.00 P.M. on 29<sup>th</sup> September, 2020

You are requested to take the above information on record.

Thanking you,  
Yours faithfully,  
For **HB Leasing and Finance Company Limited**

**SONALI SHARMA**  
(Company Secretary & Compliance Officer)