



# U. H. Zaveri Limited

GF/2, Manish Complex, Indrajit Tenaments, Opp-Diamond Mill, Nikol Road  
Ahmedabad-382350

Contact No. 079-22703991/22703992

E-Mail- uhzl.compliance@gmail.com

Website: www.uhzaveri.in

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**Date: 13.03.2024**

**To,  
The General Manager-Listing  
Corporate Relations Department  
BSE Limited  
PJ Towers, 25th floor, Dalal Street,  
Mumbai - 400 001**

**Sub: Intimation for Appointment of Company Secretary**

**Ref: U. H. Zaveri Limited (Script Code - 541338)**

Dear Sir/Madam

This is with reference to the above captioned subject and as per Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, this is to inform you that Ms. Surbhi Mathur appointed as the Company Secretary and Compliance officer of the company w.e.f. March 13, 2024.

We request you to kindly take the same on your record.

Thanking you,

Yours faithfully,

**For U. H. Zaveri Limited**

Hiteshkumar M Shah  
Digitally signed by  
Hiteshkumar M Shah  
Date: 2024.03.13  
17:16:02 +05'30'

**Hitesh Mahendrakumar Shah  
Managing Director  
(DIN: 07907609)**

**Brief Profile of Mrs. Surbhi Mathur**

Name of Company Secretary	Surbhi Mathur
Membership No.	A61917
Father's Name	Jai Bahadur Mathur
Date of Birth	08-07-1992
Present Residential Address	05, Ganesh Garh Road, Shashtri Nagar, Ajmer-305001
Qualification	Company Secretary (CS)
Experience/Expertise in specific functional areas	Ms. Surbhi Mathur holds a Professional Degree of Company Secretary. He is an Associate member of the Institute of Company Secretaries of India and having deep insight in the areas of Corporate Laws, Corporate Governance and SEBI related matters.
Shareholding in Company	Nil
Date of Appointment	13-03-2024

We request you to kindly take the same on your record.

**For U. H. Zaveri Limited**

Hiteshkumar M Shah  
Digitally signed by  
Hiteshkumar M Shah  
Date: 2024.03.13  
17:19:47 +05'30'

**Hitesh Mahendrakumar Shah**  
**Managing Director**  
**(DIN: 07907609)**

To,

Date: 13/03/2024

The Board of Directors,  
U.H Zaveri Limited  
GF/2, Manish Complex,  
Indrajit Tenements,  
Opp-Diamond Mill, Nikol Road  
Ahmedabad-382350

**Sub: Consent to act as Company Secretary and Compliance Officer of U.H Zaveri Limited**

Dear Sirs,

I, Surbhi Mathur, D/o Jai Bahadur Mathur, R/o 05, Ganesh garh Road, Shastri Nagar, Ajmer-305001, hereby give my consent to act as the Company Secretary and Compliance Officer of the Company, U.H Zaveri Limited with effect from 13<sup>th</sup> March, 2024 on such terms and conditions as may be mutually agreed in terms of Section 203 of the Companies Act, 2013 and Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014.

Thanking You,

Yours Faithfully,



Surbhi Mathur  
M.No. A61917  
Shashtri Nagar  
Ajmer-305001



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## LETTER OF APPOINTMENT

**Date: 13.03.2024**

**To,  
CS Surbhi Mathur**

Dear Surbhi,

We are pleased to inform you that the Board of Director of our company have decided to appoint you as the Company secretary cum Compliance Officer of **U.H Zaveri Limited** with effect from 13<sup>th</sup> March 2024.

You will also be designated as Key Managerial (KMP) pursuant to section 203(1) of the Companies Act, 2013.

Kindly accept your appointment as **Company secretary cum Compliance Officer** and send us the signed copy of this letter or consent letter for the same.

All the Best!

Thanking you,

Yours faithfully,  
**For U. H. Zaveri Limited**

Digitally signed by  
Hiteshkumar M  
Shah  
Date: 2024.03.13  
17:50:04 +05'30'

**Hitesh Mahendrakumar Shah**  
**Managing Director**  
**(DIN: 07907609)**