



HOV Services Limited

CIN: L72200PN1989PLC014448

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26th Annual General Meeting – July 26, 2014

NOTICE OF THE 26TH ANNUAL GENERAL MEETING, BOOK CLOSURE AND E-VOTING INFORMATION

Notice is hereby given that the 26th Annual General Meeting (26th AGM) of the Company will be held on Saturday, July 26, 2014 at 11:00 A.M. at Le Meridien, Raja Bahadur Mill Road, Pune, Maharashtra- 411001 to transact the Business as set out in the Notice of the AGM.

Electronic copies of the Notice of the 26th AGM and Annual Report for the period 2013-14 have been sent to all the Shareholders whose email IDs are registered with the Company's Registrar & Share Transfer Agents, Karvy Computershare Private Limited (Karvy)/ Depository Participant(s). Physical copies of the Notice of the 26th AGM and Annual Report for 2013-14 have been sent to all other Shareholders at their registered address in the permitted mode. The Notice of the 26th AGM and the Annual Report for 2013-14 are also available on the Company's website www.hovsltd.com.

The Register of Members and the Share Transfer Books of the Company will remain closed from July 21, 2014 to July 26, 2014, both days inclusive for the purpose of the 26th AGM of the Company.

As per Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, providing its Shareholders the facility to cast their vote by electronic means on all the resolutions set forth in the Notice. The details as required pursuant to the provisions of the Companies Act, 2013 and Rules are given here under:

(i)	Date of completion of sending of Notices	July 2, 2014
(ii)	Date and time of commencement of voting through electronic means	Sunday, July 20, 2014 at 10:00 A.M. IST
(iii)	Date and time of end of voting through electronic means	Tuesday, July 22, 2014 at 6.00 P.M. IST
(iv)	Voting through electronic means shall not be allowed beyond	6:00 P.M. IST on Tuesday, July 22, 2014
(v)	The Notice of 26th AGM is available on the Company's website and on KARVY's website	www.hovsltd.com https://evoting.karvy.com
(vi)	Contact details of the person responsible to address the grievances connected with the electronic voting	Mrs. C Shobha Anand Assistant General Manager Email id: evoting@karvy.com Telephone No. 040 - 44655000

For electronic voting instructions, Shareholders may go through the instructions sent with the Notice of 26th AGM and in case of any queries/grievances connected with electronic voting, Shareholders may refer the Frequently Asked Questions (FAQs) and e-voting User Manual for Shareholders available at the download section of <https://evoting.karvy.com> or contact: Mrs. C Shobha Anand.

By order of the Board

Sd/-

Bhuvanesh Sharma

VP Corporate Affairs & Company Secretary

Place : Pune

Date : July 3, 2014

CERTIFIED TRUE COPY

For HOV Services Limited

Bhuvanesh Sharma
Company Secretary



Size: 8x16 sq. cm